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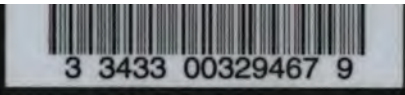
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Report No. 1
not printed

1892

SECOND ANNUAL REPORT

....OF THE....

BOARD OF DIRECTORS

....OF THE....

Sedalia Public (Free) Library.

◆◆◆◆◆◆◆

—JULY 1, 1897.—

Members of the Board.

1898.	1899.
Dr. A. F. Dresel,	Mrs. Geo. E. Dugan,
Geo. A. Cook,	Mrs. A. D. Jaynes,
Alfred Hunicke.	Charles S. Dexter.

1900.

Dr. J. B. Fuller,
Mrs. E. B. Burrowes,
Lee Montgomery.

Officers.

CHARLES S. DEXTER.....President.
MRS. A. D. JAYNES.....Vice-President.
GEO. A. COOK.....Secretary.
MISS EMMA B. BASKETT.....Librarian.
MISS LUTIE A. SMITH.....Assistant Librarian.
ED. GRAF.....Janitor.

Standing Committees.

LIBRARY COMMITTEE.

Dr. J. B. Fuller, Mrs. A. D. Jaynes, Lee Montgomery.

FINANCE COMMITTEE.

Al. Hunicke, Dr. A. F. Dresel, Mrs. E. B. Burrowes.

EXECUTIVE COMMITTEE.

Mrs. Geo. E. Dugan, Geo. A. Cook, Charles S. Dexter.

SECOND ANNUAL REPORT

....OF THE....

BOARD OF DIRECTORS

....OF THE....

Sedalia Public (Free) Library.

—JULY 1, 1897.—

NEW YORK
PUBLIC
LIBRARY
151018
ASTOR, LENOX AND
TILDEN FOUNDATIONS.
1904

S. M. HODGES & BRO.,
BOOK AND COMMERCIAL PRINTERS,
SEDALIA, MO.

NEW YORK
PUBLIC
LIBRARY

PRESIDENT'S REPORT.

To the Mayor and City Council of Sedalia, Mo.:

In conformity with the ordinance of the city governing the Public (Free) Library, the Board of Directors herewith beg to submit their second annual report. The history on the part of the people of Sedalia voting to appropriate a small amount each year for the support and maintenance of a free Library is fresh in the minds of those interested in this movement and requires no mention at this time.

The Board of Directors graciously acknowledge gifts of various kinds from friends of the Library, as per itemized report of such gifts hereto attached. The report of the Secretary is complete and comprehensive, giving in detail all moneys received and paid out during the past year. The report of the Committee on Library, Reading Room and Grounds shows how well the important work by that Committee has been done, and what progress has been made in supplying the demand for books that are required for study and recreation. The report of the Librarian gives the details of our stewardship.

During the year just closed substantial improvements have been made in the Library rooms, they having been thoroughly cleaned and renovated and every effort put forth to make them comfortable and inviting. In the reading room many persons may be found each day who take advantage of the facilities offered by the Library; also many ladies who find the use of the ladies' reading room a convenience as well as a pleasant place for acquiring sought-for information on subjects under special consideration.

We desire to call special attention to the opportunity offered all citizens of Sedalia to make use of the Library, taking advantage of its existence.

We desire to call attention to the fact that all rules made to govern the library are intended to produce the best possible results, and while in some cases it may seem that they are not necessary we have decided that the safety of the property of the Library is of first importance in our consideration. Suggestions are requested from all interested in the Public Library that are intended to make more efficient the service of the Library.

Respectfully submitted,

CHARLES S. DEXTER, President.

REPORT OF SECRETARY.

SEDALIA, MO., May 10th, 1897.

To the President and Directors of the Sedalia Public (Free) Library:

I herewith present for your consideration my report as Secretary of the Board for the fiscal year ending May 1st, 1897.

The annual report made to the City Council in May, 1896, showed a balance to the credit of the Library fund in the sum of $757.34, with the following additions for the year:

Fines	$ 63.03	
Postal cards sold	4.36	
Readers' cards	8.25	
Catalogues	35.55	$ 111.19
By revenue from City Collector		$1,907.71
Total in fund		$2,776.24

Disbursements as per itemized statement attached.

Type-writing	$ 9.40	
Rebinding	117.05	
Printing	60.50	
Repairs	101.25	
Insurance	16.45	
Catalogues	119.55	
Freight on book	5.09	
Supplies	73.60	
Salary	600.00	
New books	619.34	
Incidentals, etc	27.74	1,749.97
Balance		$1,026.27

I append hereto and make a part of this report an itemized statement showing the disbursements in detail, the dates of issue and the purpose for which expended.

In conclusion, I wish to acknowledge the courtesy shown me by the Board, as well as the assistance rendered by the City Clerk and City Treasurer during the past year.

D. E. KENNEDY, Secretary.

REPORT OF LIBRARIAN.

TO THE BOARD OF DIRECTORS OF THE SEDALIA PUBLIC (FREE) LIBRARY:

I submit my first annual report as your Librarian, covering the time from July 1st, 1896, to April 30th, 1897.

Registration began July 1st, 1896; at the end of the year (April 30th, 1897) 998 names have been registered. They came in very regularly, the average being 60 or 70 a month.



Binding.

During the year 365 volumes were bound for the first time.

Circulation.

The Library was open every day in the year. During the winter months we did not open on Sunday afternoons because of the lack of heat. I do not think it really pays to open on Sunday. We tried it last summer, and for several Sundays in succession we would not have a single reader and at other times not over two or three. The holiday issue justifies the policy of the Board in keeping the Library open, especially on those days that are not generally observed. On Christmas, Fourth of July, etc., while the number of volumes drawn for home reading was far below the average of every other day, still it justifies us to keep open.

No attempt has been made to keep a record of the number of volumes issued in the reading room. In fact, no account has been kept of visitors to the reading room at all.

Furniture purchased for the Library room, a paper rack. Number of papers in use 31; number of magazines in use 22.

Magazines.

NAME.

Review of Reviews.
Appleton's Popular Science Monthly.
The Century.
The Cosmopolitan.
Harper's Monthly.
The Forum.
North American Review.
Current Literature.
The Arena.
Atlantic Monthly.
Frank Leslie's Popular Monthly.



American Sentinel	Weekly	Donated	by	Publishers.
Tipton Times	"	"	"	"
The Christian	Monthly	Donated	by	Publishers.
Traveler's Record	"	"	"	"
Harmony Baptist	"	"	"	"
Sedalia Capital	Daily	Donated	by	Publishers.
Sedalia Democrat	"	"	"	"
Sedalia Evening Sentinel	"	"	"	"
Sedalia Sentinel	Weekly	"	"	"

Contents of the Library April 30, 1897.

	BOOKS.
General works	71
Theological	191
Juvenile	278
Trav. Adven. Geography	167
Fiction	1,403
History	156
Biography	141
Science	165
Essays and Miscellaneous	145
Poetry	107
Education	20
Wit, Humor, Satire	51
Ancient Classics	12
Drama	15
Sociology and Law	70
Art	15
Useful Arts	24
Philosophy	18
Medicine	18
Miscellaneous	13
Total	3,080

Furniture and Fixtures.

14 wood chairs.
25 camp chairs.
9 leather-covered chairs.
1 upholstered chair.
1 revolving chair.
1 six-foot table in ladies' room.
1 four-foot table in Librarian's room.
1 small square table.
6 pictures.
1 desk.
2 paper racks.
1 hat rack.
4 cuspidors.
1 large lot of newspaper files and newspapers.

A large number of unbound volumes of magazines and miscellaneous pamphlets; also one six-foot radiator.

A large portion of this property was donated by the Commercial Club to the Sedalia Public Library Association.

Conclusion.

I beg leave to thank your honorable body for the perfect confidence in and kindness to me; and hope the citizens will appreciate the efforts you have made to make this enterprise of incalculable good to Sedalia.

EMMA B. BASKETT, Librarian.

Report of Committee on Library Reading Rooms and Grounds.

To the Board of Directors of the Sedalia Public (Free) Library:

So far as the actual results of the work of the Committee on Library and Reading Room are concerned, the reports of the Secretary and Librarian will furnish full information. It is needless to repeat the number of books and periodicals

added during the year, and to state again the amount expended in the management of the rooms. But it may perhaps be of some interest to say a very few words concerning the principles that have governed the Committee in the selection of new books. As the administrators of a public fund, we have felt ourselves under obligation to use our utmost diligence to make the library useful to the largest number of our citizens, to the general public rather than to any particular class of special students The fact that the sum available for the purchase of books is necessarily small, makes it still more imperative that we consider carefully the relative value of every investment. Our own individual tastes have been held in rigid subjection to this rule of the general demand. We have sometimes felt compelled, very reluctantly, to apply this same rule to the desires of some of our readers who have submitted lists of books that they wished to see upon our shelves. There are many books that we should be glad to have but we cannot afford to purchase them now.

There are two classes of books that we try to keep steadily in view in our purchases: First, the popular works that every one hears of and wishes to read; and second, the learned volumes that hold highest authority in their respective departments, and therefore are indispensably necessary to the reference library for the general student in search of unquestionable information.

In the first class, the books of the day are sometimes records of travel, sometimes brilliantly written works of history or biography, but usually they are novels. In all general libraries, from seventy to eighty-five per cent of the reading is in the department of fiction. During the year our records show that eighty-five per cent of the books taken from the room have been taken from classes C and E, Fiction and Juveniles. In this connection, too, it should be remembered that after about eighteen months of steady service the best bound popular novel is usually in such complete dilapida-

tion that it must be withdrawn from circulation. These two facts, percentage of reading and percentage of wear, have compelled us to pay continual attention to the department of fiction, to provide for the ceaseless demand and yet guard as far as we could against the introduction of pernicious literature, and only those who have had some experience can know what a very difficult task this may be in the present condition of literature.

Books belonging to the second class are always expensive and but seldom read. Yet we believe that the Ideal Public Library should be able to afford an answer from some unquestionable authority to any ordinary question in science, art and literature. We think it wise to frame a systematic scheme of a general reference library which will contain the best general and special dictionaries and cyclopedias; the best general history of each nation, with such works on special periods and peculiar phases of national development as shall put the student in possession of the latest and most complete researches of modern scholarship; and so in the various departments of science, seek the best comprehensive work, but omit for the present the innumerable special essays and popular dilution.

A scheme like this requires a carefully considered plan and unwavering adherence to it. It demands also in the case of a small income years of patient work for anything like a complete realization of it. But we feel that it will be well worth all the time, toil and money that it may cost.

In closing this report we wish respectfully to ask that the attention of parents be urgently called to closer supervision of the reading of their children. If parents would use their influence, we say nothing of their authority, they could direct their children to a higher and more profitable class of reading. Light reading has its place as an occasional recreation; as a steady diet it is delusive, creating false ideas and ideals of life, and positively harmful in that it tends to weaken the force of the intellectual grasp.

In conclusion, the members of the Board wish to acknowledge the courtesy shown them by the Mayor and other city officials, as well as the generous assistance rendered by the county officials in charge of the County Court.

Respectfully submitted.

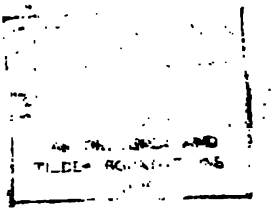
C. S. DEXTER.
MRS. A. D. JAYNES.
DAN E. KENNEDY.
AL HUNICKE.
MRS. GEO. E. DUGAN.
G. A. COOK.
A. F. DRESEL.
J. B. FULLER.



1892

THIRD ANNUAL REPORT

....OF THE....



BOARD OF DIRECTORS

....OF THE....

Sedalia Public (Free) Library.

JULY 1, 1898.

Board of Directors.

1899.	1900.
Mrs. A. D. Jaynes,	Mrs. E. B. Burrowes,
Mrs. Geo. E. Dugan,	Lee Montgomery,
Wm. B. Mackey.	J. B. Fuller, D. D.

1901.

Alfred Hunicke,
Henry Rohwer,
Hon. Charles E. Yeater.

Officers.

President.....J. B. Fuller, D. D.
Vice President.....Mrs. A. D. Jaynes.
Secretary.....Lee Montgomery.
Librarian.....Miss Emma Baskett.
Librarian's Assistant.....Mrs. Anna R. Strong.

Standing Committees.

LIBRARY.

Mrs. A. D. Jaynes, Mrs. Geo. E. Dugan, Hon. C. E. Yeater.

FINANCE.

Wm. B. Mackey, Henry Rohwer, Mrs. E. B. Burrowes.

EXECUTIVE.

Alfred Hunicke, Lee Montgomery, J. B. Fuller.

THIRD ANNUAL REPORT

....OF THE....

BOARD OF DIRECTORS

....OF THE....

Sedalia Public

(Free) Library.

•••••••

JULY 1, 1898.

S. M. HODGES & BRO.,
BOOK AND COMMERCIAL PRINTERS
SEDALIA, MO.

PRESIDENT'S REPORT.

BOARD OF DIRECTORS, SEDALIA PUBLIC LIBRARY:

In presenting to you the third annual report of the President of the Board I take pleasure in calling your attention to a few facts that, in my judgment, makes the result of our years work to an extent gratifying:

The first is, that during our association as members there has never been brought to our attention a single matter that has not been settled by our unanimous vote, proving that we have been in all official matters of one accord, and that accord to deal justly, fairly and honorably and openly and above board with all our Library matters.

Our meetings have at all times been held in a public way, at which no one interested in the Library movement has been prohibited from being present to present any matters for attention. As all organizations having in charge a public trust, we have been called on many times to decide what was right, and what was not, in matters pertaining to the management of the Library, and have in the discharge of this duty been compelled to decide against our personal friends, but have done so in a manner that we trust will in time show that we used good judgment.

We have added to the Library many volumes that will form a solid foundation for the building of the coming Library and will make it possible that this structure will in time be dedicated as being well built, solid and firm, with just enough ornamental features to increase it in beauty and efficiency.

As has been the custom of the Board at all annual meetings to make a detailed report of the condition of the Library, giving an account of every cent that has come into our hands.

and to whom it has been paid and for what purpose. I take pleasure in saying that this report has as usual been prepared by the finance committee for this year, and will when approved be filed with the City Clerk and published for distribution.

The Library Committee is entitled to great credit for the efficient manner in which that Committee has attended to the duties incumbent upon it. The Executive Committee has at all times held itself in readiness to assume any share of the work falling to it.

In conclusion, allow me to thank each and every member of the Board for the kind disposition shown to assist in making it possible that this administration may go on record with the ones before, if this should be its fortune, without an apology.

I wish to commend the Librarian, Miss Emma Baskett, for faithful service, and Miss Lutie Smith for able assistance.

I wish to recommend the establishment of a room in connection with the Sedalia Public Library to be kept for the sole purpose of being a receptacle for all kinds of reading matter pictures, descriptions, curios, and all and every kind of any style of any article that will in time to come become valuable in recalling Sedalia as it now is, and was in years past. I would suggest that our people be asked to lend the Library every thing possible to be kept on display, such as pictures of the town in its early days, old copies and files of the Sedalia newspapers, pictures of the prominent citizens of the town whose good work in the past is evident now. I would suggest that the Library place a carpet on the floor and suitable hangings, shelving, cases and all and every thing that would be necessary to in every way preserve the articles consigned to their keeping. Would suggest that the Library not be expected to make purchases of articles, but to label every thing from whom it came and was donated or loaned, as the case might be.

I suggest that this matter be left over one month and then

the Library Board take a vote on the proposition, and if in the opinion of the Board it is a good move, to commence at once to prepare the room after having secured the permission o the County Court to be allowed to use an additional room for this purpose I would think that an amount not exceeding Five Hundred Dollars would make the room convenient for this purpose, if not, I am in favor of spending as much as it will require to do the work in a creditable manner.

Respectfully Submitted,

CHARLES S. DEXTER.

May 26, 1898. President.

SECRETARY'S REPORT.

SEDALIA, MO., May 27, 1898.

To the Officers and Members of the Board of Directors of the Sedalia Public (Free) Library.

With this meeting my three years' term of service as a member of this Board will cease, and I cannot refrain from a word of thanks to my colleagues, at least five of the present members of the Board having been with me during that time I feel that I was honored by Mayor Hastain in the original appointment, and I was honored in having been associated for three years with President Dexter, Mrs. Jaynes, Mrs. Dugan, Dr. Dresel and Mr. Hunicke, and for a shorter, but no less pleasant period with Dr. Fuller, Mrs. Burrowes, Mr. Montgomery, Mr. Reilley, Mr. Kennedy and Mr. Sampson.

I can take pride jointly with these in the good work I believe the Library has done, and can look back upon the three years of continuous study and work as of great benefit to myself, some assistance to my colleagues and much profit

to the people generally. The ties that bind us in a business way may be severed, but those that bind us in friendship may, I hope, last until the end of time.

This report is not as complete as I had hoped to make it, for various reasons, lack of time and press of domestic duties forming an obstacle. However, the figures below may be of some interest.

The expenditures for the period covered by this report, from May 10, 1897, to April 30, 1898, amounted to $1,690 37, the following table showing the date, for what purpose and the amount expended.

It may be well to state that Voucher No. 101, issued May 1, 1897, to Emma Baskett, for salary, was included in the report of Mr. Kennedy as secretary for the fiscal year ending April 30, 1897, and has been deducted from the report. The first voucher issued subsequently to that one is numbered 102 dated May 10, 1897, and given to George E. Dugan:

1897		Warrant.	
May	10 Geo E Dugan, painting sign	102	$ 7 00
	10 Sedalia Print. Co. reb'd'g 81 books	103	28 35
	26 Ed Graf, repairs on library rooms	104	3 95
June	1 Emma Baskett, salary for May	105	50 00
	11 Etta Gillett, typewriting 3 copies annual report	106	5 00
	29 Emma Baskett, salary for June	107	50 00
July	6 Ed Evans, premium on policy	108	8 25
	6 Reynolds & Reynolds, prem on policy	109	8 25
	6 Chas. Scribner's Sons, books	110	6 75
	6 Sedalia Printing Co., letter heads	111	3 00
	16 Geo D Steele, Stand Dict	112	15 00
Aug	2 Emma Baskett, salary for July	113	50 00
	2 Lutie Smith, salary for July	114	20 00
	3 Chas Scribner's Sons, magazines	115	2 50
	3 Sed Steam Laundry, laundry	116	1 00
	3 Schneider & Botz, printing	117	3 00

Aug	3	Dexter Book & Paper Co., books	118	10 37
	3	Sedalia Printing Co., printing	119	3 00
	3	West & Norton, books	120	14 98
	3	Sentinel Pub. Co., printing	121	3 00
	3	S M Hodges & Bro., p't'g an'al rep't	122	17 60
	3	Ed Graf, salary and repairs	123	12 85
	3	Sub News Co., sub to "Book Buyer"	124	1 80
	31	Emma Baskett, salary for August	125	50 00
	31	Lutie Smith, salary for August	126	20 00
	31	Ed Graf, salary for August	127	5 00
Sept	7	Dexter Book & Paper Co., books	128	2 98
	7	E E McClellan, books	129	10 00
	7	Ed Graf, sundries	130	50
	7	S M Hodges & Bro., printing	131	6 00
Oct	1	Emma Baskett, salary for Sept	132	50 00
	1	Lutie Smith, salary for Sept	133	20 00
	1	Ed Graf, salary for Sept	134	5 00
Nov	1	Emma Baskett, salary for Oct	135	50 00
	1	Lutie Smith, salary for Oct	136	25 00
	1	Ed Graf, salary for Oct	137	5 00
	6	Sed Steam Laundry, laundry	138	1 00
	6	Henry Shafer, ice	139	2 10
	6	Sed Gas Light Co., burner	140	2 00
	6	Sed Printing Co., binding	141	14 00
	6	Emma Baskett, sundries	142	1 80
	26	Emma Baskett, sal for Nov	143	50 00
	26	Lutie Smith, sal for Nov	144	25 00
	26	Ed Graf, sal for Nov	145	5 00
	26	Sed Hdw Co., night latch	146	50
	26	Dexter B & P Co, sup and books	147	59 41
	26	Sed Carpet Co, carpets and supplies	148	94 50
	26	E E McClellan, books	149	30 30
	26	West & Norton, books	150	45 47
Dec	31	Emma Baskett, sal for Dec	151	50 00

Dec.	31	Lutie Smith, sal for Dec	152	25 00
	31	Ed Graf, sal for Dec	153	5 00
	31	Sed Ice Co., ice June to November	154	13 25
	31	D I Holcomb, mdse	155	7 35
	31	Gray, Rippey & Suter, repairs	156	2 05
	31	E E McClellan, books	157	98
	31	Sentinel Pub Co., printing	158	2 00
	31	M L Barrett, picture frames	159	7 95
	31	Ed Graf, scraper	160	50
	31	J E Hillis, door mat	161	1 00
	31	Dexter Book & Paper Co, books	162	15 39
1898				
Jan	28	Sub News Co., subscriptions	163	142 25
	28	Chas West, books	164	34 77
	28	Emma Baskett, sal for Jan	165	50 00
	28	Lutie Smith, sal for Jan	166	25 00
	28	Ed Graf, sal for Jan	167	5 00
	28	Sed Carpet Co, linoleum	168	8 00
Feb	25	A C McClurg & Co., books	169	51 35
	25	Emma Baskett, sal for Feb	170	50 00
	25	Lutie Smith, sal for Feb	171	25 00
	25	Ed Graf, sal for Feb	172	5 00
March	25	Emma Baskett, sal for March	173	50 00
	25	Lutie Smith, sal for March	174	25 00
	25	Ed Graf, sal for March	175	5 00
	25	Emma Baskett, sundries	176	2 05
	25	Sed Carpet Co., carpet sweeper	177	2 00
	25	Denver Republican, sub 1 23 4 23	178	1 90
	25	Behr & Hurtt, printing	179	1 50
	25	A P Winzenburg, binding	180	9 50
	25	C E West, books	181	1 00
April	29	Emma Baskett, sal for April	182	50 00
	29	Lutie Smith, sal for April	183	25 00
	29	Ed Graf, sal for April	184	5 00
	29	Sed Printing Co ptg and binding	185	10 95

April	29	Dexter Book and Paper Co , books	186	2 25
	29	Etta Gillett, typewriting and book	187	2 50
	29	Ed Graf, supplies	188	1 00
	29	C E West, books	189	8 67
	29	G A Cook, printing bills	190	15 00
				$1,690 37

This amount was expended in the following accounts, in one or two instances, small sums from one account being included in a voucher to one person for another account, as, for instance, Voucher No. 123, Ed Graf, salary and repairs, $12.85:

Salary	$ 880 00
Books	309 67
Insurance	16 50
Printing	57 10
Binding	48 85
Repairs and supplies	164 95
Typewriting	7 50
Subscriptions	148 45
Sundry expenses	57 35
Total	$1,690 37

During the year thirteen meetings were held, regular, special and adjourned, as follows: May 10 and 21, June 11, 14 and 29, July 6, September 7, November 2 and 26, December 31, February 25, March 25 and April 29.

I have been able to keep up with all the work on the Secretary's desk during the year, and have written about thirty letters on Library business.

Trusting that the Board's work in the future may be as satisfactory as I believe that of the past has been to the people at large, and believing that Mayor Overstreet can better the personnel of the Board when he names my successor, I close this term of office pledging my loalty to the Board and the Library.

G. A. Cook, Secretary.

Board of Directors.

1899.	1900.
Mrs. A. D. Jaynes,	Mrs. E. B. Burrowes,
Mrs. Geo. E. Dugan,	Lee Montgomery,
Wm. B. Mackey.	J. B. Fuller, D. D.

1901.

Alfred Hunicke,
Henry Rohwer,
Hon. Charles E. Yeater.

Officers.

President.....J. B. Fuller, D. D.
Vice President.....Mrs. A. D. Jaynes.
Secretary.....Lee Montgomery.
Librarian.....Miss Emma Baskett.
Librarian's Assistant.....Mrs. Anna R. Strong.

Standing Committees.

LIBRARY.

Mrs. A. D. Jaynes, Mrs. Geo. E. Dugan, Hon. C. E. Yeater.

FINANCE.

Wm. B. Mackey, Henry Rohwer, Mrs. E. B. Burrowes.

EXECUTIVE.

Alfred Hunicke, Lee Montgomery, J. B. Fuller.

THIRD ANNUAL REPORT

....OF THE....

BOARD OF DIRECTORS

...OF THE....

Sedalia Public

(Free) Library.

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JULY 1, 1898.

Contents of the Library, April 30, 1898.

MAGAZINES.

Appleton's Popular Science Monthly.
Scientific American.
Scientific American, Builder's Edition.
Scientific American, Supplement.
The Cosmopolitan
Review of Reviews.
The Century.
Harper's Monthly.
" Weekly.
" Round Table.
The Forum.
Scribner's
Current Literature.
Frank Leslie's Popular Monthly.
" " Weekly.
Amateur Photographer.
Atlantic Monthly.
The London Graphic.
St. Nicholas.
Good Roads.*
Munsey's.
McClure's.
North American Review.
Demorest.
Life.
Electrical Engineering.*
Arena.
Christian Scientist.*
Ladie's Home Journal.

* Donated by publisher.

Newspapers.

NAME.	
New York Journal	Daily
" " Tribune	"
Chicago Inter-Ocean	"
" Drover's Journal	"
Boston Evening Record	"
Atlanta Constitution	"
Denver Republican	"
Denison Herald	"
San Francisco Examiner	"
St Louis Globe-Democrat	"
" " Post-Dispatch	"
" " Republic	"
Kansas City Star	"
" " Journal	"
" " Times	"
Sedalia Capital*	"
" Democrat*	"
" Evening Sentinel*	"
" Sentinel*	Weekly
Golden Days	"
Youth's Companion	"
Lexington Intelligencer*	"
" News*	"
Baptist Flag*	"
American Sentinel*	"
Harmony Baptist*	Monthly
The Christian*	"
Traveler's Record*	"
The Presbyterian*	"
The Lutheran*	"
Home Mission Monthly*	"
Woman's Work for Woman*	"

* All donations.

Books.

General Works	75
Theological	197
Juvenile	295
Travel, Adventure, Geography	171
Fiction	1486
History	199
Biography	155
Science	171
Essays and Miscellaneous	147
Poetry	110
Education	20
Wit and Humor	50
Ancient Classics	12
Drama	15
Sociology and Law	71
Art	21
Useful Arts	24
Philosophy	18
Medicine	19
Miscellaneous	31
Total,	3291

Moneys.

There are five sources from which we collect money:—from yearly subscriptions, fines, sale of catalogues, reader's cards and postal cards. Below is the table for each month.

	Yearly Sub.	Fines	Sale of Cat'l'gs	Reader's Cards	Postal Cards	Total
May		$0 78	$ 70	$1 40	$ 40	$ 9 37
June	$2 00	9 39	80	1 30	34	13 83
July		8 44	1 30	10	60	10 44
Aug		6 31	1 70	60	1 10	9 71
Sept		7 60	80	40	70	9 59

Oct	8 17	1 10	70	55	10 52
Nov	6 06	90	50	36	7 82
Dec	9 48	1 40	60	42	11 90
Jan	9 97	2 10	50	42	12 99
Feb	7 50	1 80	60	29	10 19
March	6 12	1 30	80	49	8 71
April	8 88	70	30	49	10 37
				Grand total	125 44

Gifts.

GIFTS.	NAME	RESIDENCE
Sixty-two vols of Gov Report,	Hon John T. Heard,	Sedalia, Mo.
Four vols of Gov Reports,	Con Cooney,	Marshall, Mo.
A large number of Pamphlets,	Con Cooney,	Marshall, Mo.
One yrs sub Christian Science Jour	Mrs. Mina Fry,	Sedalia, Mo.
One volume,	Richard Cheatham,	Sedalia, Mo.
One volume,	Miss Ethel Richerson,	New York City.
Two volumes,	Mrs Walter Meyers,	Sedalia, Mo.
Two volumes,	Walter Beardsley,	Sedalia, Mo
One volume,	Mo. Med Association	——— ———
One volume,	Hudson-Kimberly P C	Kansas City, Mo
Street Railway Journal,	Mr. Carrol,	Sedalia, Mo.
One yr sub Scribner's Magazine,	Scribner's Pub Co.,	———·———
One yr sub Home Mission Month,	Broad. Presb Church	Sedalia, Mo
One yrs Woman's Wk for Woman,	Cen Presb Church,	Sedalia, Mo.

Furniture and Fixtures

14 wood Chairs.
25 camp chairs.
9 leather-covered chairs.
1 upholstered chair.
1 revolving chair.
– six-foot tables.
1 four-foot table.
1 small table.
1 small secretary.
2 paper racks.

1 hat rack.
A lot of extra newspaper files.
A number of handsome pictures
One six-foot radiator

Respectfully submitted

EMMA B. BASKETT, Librarian.

Report of Committee on Library, Reading Rooms and Grounds.

SEDALIA, Mo., May 27, 1898.

To the President and Board of Directors of the Sedalia Public (Free) Library.

The committee on Library, Reading Room and Grounds, respectfully reports as follows:

During the year some further improvements have been made in the rooms, adding much to the convenience and comfort of the readers. The already large list of periodicals on file in the reading room has been carefully revised and extended. The Librarian's report will show the exact number of volumes added to the Library by purchase or gift.

It will be sufficient here to state that about 250 volumes have been purchased. The department of Fiction has not been in any wise neglected, but the committee has sought to systematically strengthen the more solid departments, particularly those of History, Biography and Travel. Even in Fiction the committee has inclined to works which had some historical basis, believing that these might stimulate interest in the History itself.

Especially has the committee taken pains to provide good works pertaining to the history of our country, and such as might be of interest during our present struggle with Spain. Through books of travel also, we have hoped to lead to a more solid class of reading.

In regard to requests from readers for the purchase of special works, it has been the policy of the committee to grant

these whenever it was practical, and it has often given the applicant the benefit of the doubt when there was reasonable question as to the wisdom of the purchase. The works desired by the literary clubs of the city have been, with very few exceptions, put upon the shelves. But we fear that applicants do not always remember that the book fund is small and the requirements of a young library very large. We feel under obligation to consult the wishes of the general public, and are often absolutely unable to meet the desires of the special student.

The committee has acted upon the theory that a public library should have some standard works upon many subjects rather than many books about a few subjects: that it should be able to furnish some authoritative information upon any ordinary topic. But those who are acquainted with literature and library organization know well that with the slender sum at our command, it will require years of careful and rigidly systematic buying to provide even the foundation for such a library. The library as a public institution, gains nothing by having books which are read perhaps twice, and are then relegated to dust and slumber, yet this has been the fate of some special purchases.

The committee invites suggestions and lists of books wanted, for it is anxious to do everything within its power to help and foster all intellectual activity within our city, but it also asks a sympathetic recognition of the grave difficulties of our position.

The Committee is glad to note a sensible improvement in the quality of the reading called for by the young people. Suggestions made by the teachers of the public schools to their pupils, will do much to carry forward this improvement. But parents should never forget their own responsibility, a re-

Total Monthly Circulation in Classes.

	General Works.	Theological.	Juvenile.	Travel, Advent, Geog.	Fiction.	Historical.	Biographical.	Science.	Essay and Miscellaneous	Poetry.	Education	Wit and Humor.	Americana	Drama.	Sociology and Law.	Art.	Useful Arts.	Philosophy	Religion	Miscellaneous	Total
May	3	15	484	104	2314	17	23	25	15	20	5	26	1	2	9	1	3	1	5	0	3076
June	2	11	530	154	2337	32	18	14	19	27	0	29	1	0	4	5	0	0	2	1	3186
July	1	12	698	163	2825	29	22	19	29	14	3	39	0	2	4	3	2	0	1	2	3868
August	1	18	563	168	2685	25	16	22	21	20	11	35	1	4	4	5	1	0	6	0	3607
September	3	18	448	101	2521	29	18	19	18	25	1	17	1	0	3	5	5	0	2	0	3232
October	2	18	290	80	2367	51	34	15	20	29	0	21	3	4	5	2	3	0	5	0	2949
November	0	15	273	78	1837	41	22	14	20	26	2	29	1	3	6	5	3	0	4	0	2379
December	3	17	474	128	2813	87	41	23	21	31	1	36	4	10	8	1	7	2	2	1	3710
January	5	13	346	122	2734	71	43	34	15	18	6	42	0	4	4	8	5	0	1	1	3472
February	3	10	367	128	2655	80	54	35	30	35	7	24	3	8	9	4	1	1	0	2	3446
March	3	4	348	128	2554	64	32	39	26	45	1	33	1	4	7	5	1	1	5	2	3303
April	3	21	439	123	3085	43	37	40	27	31	0	21	0	7	8	6	5	0	2	2	3900
Grand Total																					40128

Reports of President, Secretary, Library Committee, Finance Committee and Librarian are hereby constituted as the report of the Board of Directors of the Sedalia Public (Free) Library for the year ending June 30, 1898.

CHARLES S. DEXTER,
M. J. JAYNES,
MRS. E. B. BURROWES,
ALFRED HUNICKE,
LEE MONTGOMERY,
J. B. FULLER,
G. A. COOK,
A. F. DRESEL,
MRS. GEO. E. DUGAN.

Report No. 4
not

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Free Public Library

...of...

....Sedalia, Missouri....

Fifth Annual Report.

1900.

1902 Not printed



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Free Public Library

...of...

....Sedalia, Missouri....

Fifth Annual Report.

1900.



Fifth Annual Report

OF THE

...Board of Directors...

OF THE

Free Public Library

OF

Sedalia, Missouri.

Fiscal Year Ending April 30, 1900.

SEDALIA MO.
FISHER PRINTING CO.,
1900.



Fifth Annual Report

OF THE

...Board of Directors...

OF THE

Free Public Library

OF

Sedalia, Missouri.

Fiscal Year Ending April 30, 1900.

SEDALIA MO.
FISHER PRINTING CO.,
1900.

P 151020

..SEDALIA FREE PUBLIC LIBRARY..

OFFICERS.

President, - - - J. B. FULLER, D. D.
Vice-Presiden, - - - MRS. W. D. STEELE.
Secretary, - - - MRS. E. B. BURROWES

DIRECTORS.

Term expires 1901.	Term expires 1902.	Term expires 1903.
Alfred Hunicke,	W. B. Mackey,	Mrs. E. B. Burrowes.
Rev. J. B. Toomey,	Mrs. W. D. Steele,	Lee Montgomery,
Hon. C. E. Yeater,	Miss Ger. Smith,	J. B. Fuller, D. D.

COMMITTEES.

LIBRARY.

Hon. C. E Yeater, Mrs. W. D. Steele, Lee Montgomery.

FINANCE.

W. B. Mackey, Rev. J. B. Toomey, Mrs. E. B. Burrowes.

EXECUTIVE.

J. B. Fuller, D. D., Alfred Hunicke, Miss Gertrude Smith.

Fifth Annual Report
of the
Sedalia Free Public Library.

To the Mayor and City Council of Sedalia, Mo.

GENTLEMEN: Section 7 of the Missouri Library Law provides that the Directors of the Public Library "shall make, on or before the second Monday in June, an annual report to the City Council, stating the condition of their trust on the first day of May of that year." In accordance with this provision, the Directors of the Sedalia Free Public Library, at their regular meeting on May 1st, 1900, gave orders that the reports of the President, Librarian, and Finance Committee should constitute said Annual Report to the City Council of Sedalia, Mo. for the year ending April 30th, 1900. Accordingly these are herewith

Respectfully submitted,

J. B. FULLER,
President of the Board of Directors.

TERESA M. BURROWES,
Secretary.

Sedalia Mo. May 15th, 1900.

Report of the President.

The Directors of the Sedalia Free Public Library:

LADIES AND GENTLEMEN: In submitting the Fifth Annual Report of the Sedalia Free Public Library, I feel that I have abundant reason to congratulate you upon the distinguished success of the institution. Last year was marked by distinct advancement, but a decidedly higher level of success has been attained in all departments of the Library's work during the fiscal year just closed.

During the year ending April 30, 1900, the number of reader's cards issued was 2175, as against 1903 for last year, a gain of 272. The total number of volumes taken out for home reading during the same period was 42,396, as against 36,667, a gain of 5729. No record has been kept of the number using the Reference department and the Reading Room, but all the data available imply that there has been a proportionate increase of usefulness here also. In the addition of new books this has surpassed all previous years. The policy of strengthening as much as possible the more solid departments of the library has been systematically carried out, without, however, neglecting the interests of the fiction readers who form so large a portion in the clientage of every public library. The sections containing travels, history and biography, literature and the arts and sciences have been largely and judiciously increased. The books added during the year number 680; of these 628 were purchased, 39 were presented, 13 were magazines bound and transferred to the shelves. The amount spent

for books and periodicals was $1172.99, and for binding $164.55—making a total expenditure of $1337.54 upon the literature of the institution.

In the character of the reading, the percentage of the various classes differs but little from that reported last year, that little, however, is in the direction of better quality. Computations founded upon the Librarian's consolidated table of annual reading by classes show that out of every one thousand (1,000) volumes issued, 757 were works of fiction for adults, 146 juveniles, 29 travels, 24 history and biography, 20 belonged to the general class of literature (if under this title we include the six sections marked in the catalogue J. K. L. M. N O.), 9 were science, 4 theology and philosophy, 3 fine and useful arts, 7 general and miscellaneous.

These percentages are, with slight variations in detail, common to nearly all public libraries. The large preponderance of fiction in the reading has been deplored often, but no effective remedy has been found. That it depends upon the taste of the people and not upon the character of the book supply seems evident from the fact that the largest libraries, with ample supplies of the best books in every department of knowledge and thought, report about the same percentage of fiction read. People read what they wish to read. When men and women desire knowledge rather than mere amusement, the character of their reading will be improved in proportion to the extent of their intellectual development. Parents and teachers may do something toward controlling the reading of the young, but a library board is helpless; it may furnish the very best of books, but it cannot compel the reading of them.

But, on the other hand, it will be a mistake to assume that the library statistics give a complete index to the intellectual

tastes of any community. Men own themselves the tools that they use habitually. Professional men look to their own libraries for the information that they need in daily work, even the cultured men and women of society have their own copy of favorite poets or historians. But all these will gladly appeal to the public library for the ephemeral novel which is hardly worth the cost of personal purchase for a single reading, and which nevertheless is so much before the public eye that they can hardly afford to be entirely ignorant of it. Thus we may assume that in every community there is much solid reading that is never registered at the librarian's desk, and we may comfort ourselves with the reflection that we are never quite so frivolous as the library records would make us appear.

In the last report, I referred to the urgent need of more capacious quarters. Through the mediation of Mr. D. H. Smith, to whom the thanks of this board have been rendered already, we were informed, toward the close of 1899, that the Hon. Andrew Carnegie had offered us Fifty Thousand ($50-000.) dollars for the erection of a library building, provided that we should furnish a suitable site and an annual maintenance fund of Four Thousand ($4000.) dollars. As the maintenance could be obtained only by an increase in the library tax levy from one half mill to one mill, it was necessary to obtain the consent of the people to this increase. At a special election (all the expenses of which were paid by the Library) held on Feb. 5th, 1900, the maintenance fund was assured by an overwhelming vote. The generous and zealous enthusiasm of the Mayor (Dr. W. C. Overstreet), of the City Council, and of our citizens generally in securing for us this result is a subject of grateful and lasting remembrance with all of us. A site, the north half of the block between Kentucky and Moni-

teau streets and fronting on Third street, has been purchased by the board. As affairs now stand, we may confidently expect to hold our next annual meeting in our own home. The Sixth Annual Report of this body will probably be the most interesting and beautiful document that the board will ever issue—since we may look for the history of our development, and a detailed description of our new building, fully illustrated with views showing the principal fronts and the interior of the important rooms. At that time we can express more completely and fittingly our high admiration of the noble use that the Honorable Mr. Carnegie is making of his wealth, and our warm and sincere gratitude for his magnificent kindness to us.

Respectfully submitted,

J. B. FULLER,

Sedalia, Mo., May 15th, 1900. President of the Board.

STATE OF MISSOURI, }
County of Pettis, } ss

Before me, H. B. Sinnett, a notary public in and for the county aforesaid, personally appeared J. B. Fuller, President of the Board of Directors of the Free Public Library of Sedalia, Missouri, and made oath that the facts and figures in the reports relating to receipts and expenditures, contents of library and books added are correct to the best of his knowledge and belief.

Given under my hand and seal this 19th day of May, 1900. H. B. SINNETT,

Commission expires May 5th, 1902. Notary Public.

CIRCULATION.

	1899.								1900.				
	May.	June.	July.	August.	September.	October.	November.	December.	January.	February.	March.	April.	Total.
B. Theology	8	9	7	11	15	18	15	15	26	20	27	14	185
C. Juvenile	395	441	516	571	392	390	503	567	611	600	757	479	6222
D. Travel	72	75	117	74	56	90	106	130	140	143	137	90	1230
E. Fiction	2128	2409	3166	2976	2441	2510	2495	2542	3026	2792	3221	2392	32098
F. History	35	32	45	38	38	38	103	93	100	77	103	53	755
G. Biography	21	18	16	9	9	25	28	19	29	44	40	22	280
H. Science	28	27	27	17	21	23	27	25	40	66	41	25	367
J. Essays and Criticism	9	9	18	15	14	23	33	23	26	25	56	34	285
K. Poetry	8	8	6	5	11	19	28	19	23	26	39	20	212
L. Education			2	2	9	5	3	1	3	1	3	3	32
M. Wit and Humor	15	13	17	18	8	13	15	21	19	34	46	20	239
N. Ancient Classics	1		1	2	4	6	5	1	8	4	5		37
O. Drama		1	5		5	4	4	6	5	8	4	8	50
R. Sociology and Law		4	5	6	2	5	6	4	7	7	15	6	67
T. Art	2	2	4	2	3	4	13	10	11	26	9	6	92
S. Useful Arts	1		6	2	5		2	1	5	4	4	2	32
V Philosophy	1			1	1	3	1	3	3	1	1		15
W. Medicine	1	2		1	3	3	1	2	1	2	3		19
X. Miscellaneous	2	5	6	6	1	7	5	10	16	36	55	30	179
Totals	2727	3055	3964	3756	3038	3186	3393	3492	4099	3916	4566	3204	42396

CONTENTS OF LIBRARY.

	TOTAL NOW.	ADDED THIS YEAR
A. Reference	132	13
B. Theology	210	11
C. Juveniles	421	72
D. Travel	293	72
E. Fiction	2012	278
F. History	292	42
G. Biography	209	22
H. Science	196	13
J. Essays	219	40
K. Poetry	146	31
L. Education	20	
M. Wit and Humor	42	
N. Ancient Clsssics	12	
O. Drama	17	2
R. Sociology and Law	90	18
T. Art	38	12
U. Useful Arts	24	
V. Philosophy	25	
W. Medicine	20	2
X. Miscellaneous	13	
Totals,	4431	628

LIST OF PERIODICALS RECEIVED IN THE READING ROOM.

DAILY.

St. Louis Globe-Democrat,
Kansas City Journal,
New York Herald,
Chicago Drover's Journal,
*Sedalia Democrat,
St. Louis Republic,
Kansas City Times,
Chicago Inter-Ocean,
*Sedalia Capital,
*Sedalia Sentinel.

WEEKLY.

Harper's Weekly,	Leslie's Weekly,
Graphic (London),	Saturday Review,
Scientific Am. Supplement,	Life,
Scientific American,	Puck,
Youth's Companion,	Golden Days,
Railway Age,	Ueber Land and Meer,
*Der Lutheraner,	*Pilot Grove Enterprise,
*Lexington Intelligencer,	*Lexington News,
*American Baptist Flag,	*Sedalia Journal,

Sedalia Times.

QUARTERLY

Edinburgh Review,	Quarterly Review.

MONTHLY.

Amateur Photographer,	Atlantic,
Book Buyer,	Bookman,
Century,	Contempory Review,
Cosmopolitan,	Critic,
Current History,	Current Literature,
Forum,	Frank Leslie'sMonthly,
Harper's Monthly,	Ladies' Home Journal,
Ledger,	Library Journal,
Lippincott's Magazine,	McClure's Magazine,
Munsey's Magazine,	Nineteenth Century,
North American Review,	Outing,
Popular Science,	Review of Reviews,
Saint Nicholas,	Scientific Am. Builder's Ed.
Scribner's Magazine,	Westminister Review,
*Science and Industry,	*The "400",

*Broadway Presbyterian, *Christian Science Journal,
*Home Mission Monthly, *Woman's Missionary Friend,
*Woman's Work for Woman.

The periodicals which have an asterisk (*) prefixed to their title, are presented to us—usually by the publishers, in a few cases by individual friends.

FINANCIAL.

MONEY COLLECTED BY THE LIBRARIAN.

	Fines.	Sale of Catalogues	Postal Cards.	Reader's Card.	Totals.
May	$ 6 59	$1 25	$ 34	$ 50	$ 8 68
June	5 52	1 10	25	50	7 37
July	8 31	1 35	76	40	10 82
August	6 15	55	82	30	7 82
September	9 52	65	42	60	11 19
October	7 25	40	21	60	8 46
November	7 76	55	55	60	9 46
December	10 45		49	60	11 54
January	4 98		87	90	6 66
February	7 37		25	1 00	8 62
March	8 61		52	80	9 93
April	9 65		38	60	10 63
	$92 07	$5 85	$5 86	$7 40	$111 18

FURNITURE AND FIXTURES.

The following articles are the property of the Library: Chairs—14 wooden, 25 camp, 9 leather covered, 1 upholstered, 1 revolving; tables—2 six foot, 1 four foot, 2 small; 1 secretary; 1 large desk, 1 librarian's desk; 1 paper rack; 1 hat rack; paper files, pictures and 1 steel book stack.

CONCLUSION.

In conclusion, I wish to speak of the work of the Librarian's Assistant, Miss Lutie Smith. She has been willing and diligent in performing her duties, and receives my heartiest commendations. I take this opportunity also to thank the Board for the support and many courtesies extended to me as Librarian

Respectfully submitted,

ANNA R. STRONG,

Sedalia, Mo., May 10th, 1900. Librarian.

Report of the Finance Committee.

To the President and Directors of the Sedalia Public Library:

We hereby transmit to you the following detailed report of the Financial condition of the Sedalia Public Library, as required by law, showing receipts and disburs ements for the year ending April 30th, 1900:

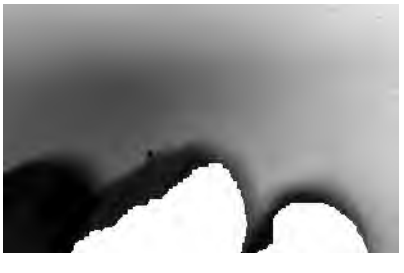
RECEIPTS.

pril Revenue	$ 58 73	
ay "	87 59	
ne "	97 85	
ly "	42 58	
ugust "	52 07	
ptember "	31 95	
ctober "	120 53	
ovember "	135 90	
ecember "	895 82	
nuary "	570 16	
ebruary "	86 29	
arch "	104 70	
Total Revenue from the City		$2,284 17
ay Fines	$ 8 68	
ne "	7 37	
ly "	10 82	
ugust "	7 82	
pt. "	11 19	
ctober "	8 46	
ov. "	9 46	
ec. "	11 54	
n. "	6 66	
eb. "	8 62	
arch "	9 93	
pril "	10 63	
Total Fines		$ 111 18
Total Receipts from all sources		$2,395 35
Balance on hand, May 1st, 1899		1,766 29
Total		$4,161 64

DISBURSEMENTS.

Librarian's Salary	$ 550 00	
Assistant's "	350 00	
Janitor's "	68 60	
Total Salaries		$ 968 60
Printing	$ 92 25	
Ice	14 50	
Book Shelves and Supplies	90 05	
Special Election, Judges, Clerks, etc.,	173 20	
Miscellaneous	1 35	
Total Incidental Expenses		$ 371 35
Books and Periodicals		1,172 92
Binding Books		164 55
Total expense of maintenance		$2,677 49
Amount paid on lot		1,000 00
Total expense		$3,677 49
Balance on hand, May 1st, 1900		$ 484 15

W. B. MACKEY,
Chairman, Finance Committee.








The
Public
Library

Sixth Annual Report

—Of the -

Board of Directors

—Of the—

Public Library

—Of

Sedalia, Missouri.

Fiscal Year Ending April 30, 1901.

PRINTERS & BINDERS



Sixth Annual Report

—Of the—

Board of Directors

—Of the—

Public Library

—Of

Sedalia, Missouri.

Fiscal Year Ending April 30, 1901.

PRINTERS BINDERS

[illegible]

Sedalia Public Library.

OFFICERS.

President,	Charles E. Yeater.
Vice-President,	Helen G. Steele.
Secretary,	Lee Montgomery.

DIRECTORS.

Term expires 1902.	Term expires 1903.	Term expires 1904.
W. B. Mackey,	Teresa M. Burrowes	Otis W. Smith,
Helen G. Steele,	Lee Montgomery,	Chas. E. Messerly,
Gertrude Smith,	Maurice McCabe,	Charles. E. Yeater.

COMMITTEES.

BOOKS.

Lee Montgomery, Gertrude Smith, Helen G. Steele.

FINANCE.

W. B. Mackey, Maurice McCabe, Teresa M. Burrowes.

EXECUTIVE.

Charles E. Yeater, Otis W. Smith, Chas. E. Messerly.

COMPLAINTS.

Otis W. Smith, Helen G. Steele, Teresa M. Burrowes.

BUILDING AND GROUNDS.

Charles E. Messerly, Charles E. Yeater, W. B. Mackey.

NEWSPAPERS AND PERIODICALS.

Maurice McCabe, Gertrude Smith, W. B. Mackey.

Faith E. Smith, Librarian;
Sarah McGowan, First Assistant Librarian;
Marguerite McDaniels, Second Assistant Librarian.



SIXTH ANNUAL REPORT

OF THE

Sedalia Public Library.

To the Mayor and City Council of Sedalia, Mo.

GENTLEMEN: Section 6472 Revised Statutes of Missouri, 1899, provides that the Directors of the Public Library shall make, on or before the second Monday in June, an annual report to the City Council, stating the condition of their trust on the first day of May of that year. In accordance with this provision, the Directors of the Sedalia Free Public Library, at their regular meeting on May 7th, 1901, ordered that the reports of the President, Librarian and Finance Committee should constitute said Annual Report to the City Council of Sedalia, Mo., for the year ending April 30th, 1901. Accordingly such reports are herewith

Respectfully submitted.

Charles E. Yeater,
President of the Board of Directors.

Lee Montgomery,
Secretary.

Sedalia, Mo., May 15th, 1901.

Report of the President.

SEDALIA, MO., May 1st, 1901.

To the Board of Directors of the Sedalia Public Library:

In compliance with the by-laws and previous custom, I have to herewith submit to you the sixth annual report of the business and affairs of the library, as a permanent record of the administration of the past year.

The fiscal year, ending April 30th, 1901, will ever be memorable as one of the most important in the history of the institution. The new library building erected by means of the generous gift of $50,000 made by Andrew Carnegie is nearing completion, and about the first of the coming month will be turned over to the board for occupancy. In the erection of this building, and the administration of the library during the past year, you have had to contend with a number of complicated and embarrassing problems, each of which, however, has been successfully met and correctly solved.

The first matter before the board was the selection of the architects. In this you were naturally constrained to accept the advice of the donor of the building fund and to select some firm of eminent architects who had had long and wide experience in the construction of libraries. Your action in contracting with Shepley, Rutan & Coolidge, of Boston, and their associate, John Lawrence Mauran, of St. Louis,

was therefore a compliance with the suggestion of Mr. Carnegie and a proper deferential appreciation of his advice.

I know that I voice the unanimous sentiment of the board when I say that the services rendered by these architects has been in every way entirely satisfactory. They have given us a beautiful and well planned building, which has been highly praised, both with respect to its external appearance and its internal arrangement, by the best authorities throughout the country. The plans for the structure were first drawn in consultation with Mr. F. M. Crunden, librarian of the St. Louis public library, and afterwards modified in some details to meet the suggestions of Mr. E. H. Anderson, the librarian of the Carnegie library at Pittsburg, to whom they were submitted at the request of Mr. Carnegie. It is proper in this connection to call attention to the fact that this building will be built at the contract price, and will not cost a single dollar more than is called for by the original bids of the several contractors. This is due to the fact that our architects intelligently foresaw and provided for every detail necessary to a finished and complete structure.

The selection of the library grounds presented many difficulties. It was thought that the generosity of the people of Sedalia had been taxed to the utmost limits during the past few years, and that, if possible, the site should be acquired out of the revenues of the board without any donations whatever, except such as might be voluntarily tendered. This object was accomplished and the matter was

in this way successfully financed by the purchase of the north half of the block between Third and Fourth and Kentucky and Monitcau streets.

This site is only two blocks from the business center of the city, and is as near a central location as could be found with the means at our hands. In fact, this site was the only one large enough for the building which was within our power to purchase. Nor could this site have been obtained had it not been for the assistance and active work of one of the members of this board, who conceived the plan of having those in the immediate neighborhood of the property pay $2,500 of the purchase price of $8,000 to the owners, and who headed the subscription by contributing $500 for that purpose. This made it possible for the board to pay the remainder of the purchase price out of the revenues. I think it a proper evidence of our appreciation to make this acknowledgment of this service to a member of our board, Mr. Charles E. Messerly, without whose help we would have been confronted at the outset with a difficulty almost insurmountable.

It is certainly no more than is due to the contractors, Mr. Edward Hurley and Mr. Jerome Mercer, to mention the fact that they have so far in every way faithfully and honestly complied with terms of their contract relating to the specifications for the work. They will be unable to complete the building in the time provided for in the contract, but the board will doubtless deal with their failure to turn the building over on May 1st in a spirit of fairness and justice.

In this connection proper credit should be given to Mr. A. D. Millar, the superintendent of the construction of the building. His labors in assisting in the formulation of the plans of the building, added to his constant and careful attention to the work, and his knowledge of how it should be executed, has enabled him to intelligently interpret the specifications and details and guide the workmen in properly carrying them out.

The building, however, is not the only important feature of an institution of this kind. As Mr. Carnegie recently said, in making his gift to the city of St. Louis, the building is the mere shell in which the treasure is housed. It is the books which it contains, and the proper and correct methods of acquiring them and of putting them forth among the people, that, after all, accomplish the great benefits to a community for which a free public library building is intended. The building is but the means to the end. When, therefore, this board, by the munificence of Mr. Carnegie, was about to be put in possession of a splendid library building, and when the people, with the progressiveness which has always characterized our population, had doubled our revenue, the question of how best to administer the work of the library became pressing.

Our assembly of books was in more or less confusion. No registry was in existence, and books that were lost, destroyed, or that had been deemed unfit for rebinding, were carried on the printed lists, and when called for could not be located or accounted for. The books were not properly

classed or catalogued, and the material on the shelves was not available. All was confusion, and the methods of handling the work were crude and wholly out of date.

In this situation the question of employing an educated librarian and one specially trained for the work by technical instruction came before you and was determined in favor of such action. Miss Faith E. Smith, then employed in the State Library of New York, was most highly recommended. She was a graduate of Northwestern University, one of the leading universities of the West, and had taken an honor diploma in the Library School of the University of the State of New York at Albany, and has had in addition several years' experience in library work.

In the abundance of caution the board decided to have Miss Smith come here for a personal interview with its members, in order that information might be had as to her capacity to meet and please the people, as to her business ability and her personal characteristics. The result was her election, and in my judgment no action of the board has been of greater importance to the people. Miss Smith, on November 1st, began the work of making a card catalogue of the library on the decimal system, commonly called the Dewey system after the inventor, classifying, in addition, the books by the triplicate card system, by title, by author and by subject matter. This work will consume about twelve months, and when brought up to date will be continued from day to day with every new book and addition to the library.



When the card catalogues are completed, a patron of the library will have at hand a complete command of its contents. If it is desirable to know whether a given book is in the collection, that information can be immediately had from the title catalogue without the necessity of making any inquiry whatever of the librarian or the assistants. Likewise, one will be able to ascertain from the author catalogue whether the books of any certain writer are on the shelves, and, if so, the names and titles of such works. So, also, an investigator looking up information on any given matter can find, by examining the subject catalogue, grouped together, all the books touching that matter contained in the library. In this way the entire contents of the library will be made, and constantly kept, available to every reader and the best possible results will be thereby obtained and the greatest good for the public accomplished.

In this connection it is well to call to mind the duty which is incumbent upon us in the employment of the entire library corps. We are administering a public trust and we should guard ourselves from permitting personal friendships to affect us in the selection of the persons who are to be employed in the library. We must also resist every appeal in behalf of any applicant which is calculated to touch our sympathies. Our duty is to the whole people, and our sole aim should be to give the best possible service to the public, and we fall short of that duty if, when selecting the employes of the library, we yield to our personal preferences. Nor is such an institution as this provided for by the laws

of the state for the purpose of indirectly dispensing charity, and while it may be painful to do so, it is none the less our duty to exclude from our consideration the fact that an applicant is needy, or is the support of needy dependents.

The system of the entry and record of all receipts and disbursements has been simplified and perfected, and the board at every meeting is furnished with a balance sheet showing the amount of revenues and other receipts since the previous meeting, the amount of warrants drawn and the cash balance on hand. All moneys collected by the library and paid into the city treasury are acknowledged by triplicate receipts, one for the board attached to the monthly report of the librarian, one for the city clerk for entry as a charge against the treasurer, and one for the treasurer as a memorandum from which to keep posted the cash receipts coming from the library in his hands.

A table of comparative receipts and expenditures for each month running over the past years has also been made, by means of which the board can project an annual budget with a reasonable degree of certainty. This system, upon which all the money transactions of the library are now based, has been devised and worked out in a practical and business-like manner by Mr. W. B. Mackey, chairman of the finance committee, with considerable labor and sacrifice of time on his part, to whom this due credit may properly be given.

It is greatly to be regretted that the board has been able to buy only a comparatively small number of books during

the past year. This is due to the unusual and extraordinary expenses incident to the preparations for the occupation of the new library building. During the coming year the revenues will be to some extent relieved of this drain and we can hope to make more liberal purchases of new books. I am sure that the people of the community and the reading public generally would approve of our policy in this respect if the facts and the difficulties under which we are laboring were made known.

I do not deem it necessary to refer in this report to the statistical details of the operations of the library. All such information can be found in the librarian's report, and even the recital of a summary here would be mere repetition.

In closing, I desire to congratulate the members of the board upon the perfect harmony and good feeling with which we have done our work during the past year. It is true that we have had differences of opinion upon almost every matter of vital importance, but the minority has always cheerfully yielded to the judgment of the majority. Every member has found himself or herself in the minority at times, and yet it has not affected the friendly relations which have arisen as a result of our association on this board. It is surely pleasant for you to recall the fact that no member of the board has ever yielded, in the disappointment of having an individual opinion overruled by the collective judgment, to any petty or ill-tempered conduct, and that when the board has finally decided on a definite policy on any matter, such action has received the endorsement

and loyal support of every member. Further, it can be truthfully said that you have courageously done your duty. With the highest respect for the good opinion of the public, which naturally we all crave and desire, you have nevertheless done what you considered right, although at times in doing so you have been criticised and were apparently opposed to the general opinion of the community, if the expressions in the daily prints truly reflected such opinion. You have given much of your time, not only without remuneration, for your office provides none, but at an expenditure in a number of instances from your own means, but this has been cheerfully done, for this work has been, and is, a labor of love.

Having discharged our official duties to the best of our abilities, and having the approval of our own consciences, I believe we can safely commit to the judgment of the thoughtful people of the city the work we have accomplished, in the belief that the greater portion of our labors, at least, will merit the approval of the public.

As first stated, I have the honor to respectfully submit to you the foregoing as my annual report.

CHARLES E. YEATER,
President.

STATE OF MISSOURI, }
COUNTY OF PETTIS. } ss.

Charles E. Yeater, President of the Board of Directors of the Public Library of the City of Sedalia, being duly

sworn on his oath says that all such portions of the reports of the President, Librarian and Chairman of the Finance Committee for the year ending April 30, 1901, as relate to the receipt and expenditure of money, as well as the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge and belief.

CHARLES E. YEATER.

Subscribed and sworn to before me this 10th day of May, 1901.

[SEAL] HARVEY D. DOW, Notary Public.

My commission expires November 25th, 1902.

Librarian's Report.

To the Board of Directors of the Sedalia Public Library.

LADIES AND GENTLEMEN: Herewith is submitted the annual report of the condition and work of the library for the year ending April 30th, 1901.

Books added by purchase during the year.....	65
Books added by gift	111
Books received to replace lost copies.....	2
Books rebound	100
Number of volumes in library.....	4027
Duplicates.....	26
Worn out volumes, cast aside.....	307

CIRCULATION.

During the year closing April 30th, 1867 readers' cards were issued, as against 2175 for last year, showing a decrease of 308 readers. Of the 1867 cards issued this year, 644 were to new readers. The appended table shows the total circulation to be 37,092 volumes, against 42,396 volumes for the preceding year, a decrease of 5304. This decrease in number of readers and in circulation may be due in part, at least, to the fact that only 65 new books were bought this year, while the previous year the number was 628.

RE-ORGANIZATION OF THE LIBRARY.

Complete re-organization was begun November 1st. The books in the library have been stamped with the new

perforating stamp, indicating the library ownership of the book; new labels have been pasted on the backs of the books; card pockets have been pasted inside the covers, and those books in need of repairs have been mended, as far as this could be done in the library. Each volume was then entered in the accession book, a record of the books as they are received into the library, showing the history of the growth of the library. The books were then classified, given book numbers, shelf-listed and catalogued. The scheme of classification used is the Dewey Decimal classification. The Hammond typewriter has been used in making the card catalogue. Books have been catalogued under author, title, or subject, or all three, as was necessary. The authors have been arranged in one alphabet, the titles in another, and the subjects in another. A separate dictionary catalogue of the children's books has been made.

2035 books have been catalogued, arranged in classes as follows:

General	7	Literature	336
Philosophy	56	History	203
Religion	50	Travel	226
Sociology	132	Biography	215
Language	9	Reference	74
Science	99	Fiction	417
Useful arts	44	Juvenile	107
Fine arts	60		

There remains to be catalogued 300 juvenile, 1243 fiction, 191 religion, 258 miscellaneous, making a total of 1992 volumes uncatalogued.

Besides the work of cataloguing and all included in it, unbound magazines have been tied into volumes and arranged in order, that they might be accessible for use. Old magazines too worn, or for some other reason unfit to be bound, have been cut up, and articles of interest have been pasted on manila sheets to be classified, indexed and used for reference. Pictures from these magazines will be pasted into scrap books for the children's room.

PERIODICALS.

A list of the periodicals on file at the library is appended. An account book was begun January 1st, recording each number of a periodical as it is received, so that if a certain number is missing, it can be definitely ascertained whether it was lost after having been received, or whether the publishers are to be held accountable for the loss.

LOAN SYSTEM.

As fast as the books have been catalogued they have been issued to readers under the new loan system. This system has proved to be a time-saver both for the reader and for the loan-desk assistant.

DONORS.

A list of donors of books and pamphlets has been kept since November 1st, and this list is appended to the report. Special mention should be made of the United States documents received through the kindness of Senator George G. Vest. Several hundred volumes have been received, many of them from his own library. The exact number received

cannot be given, because they have been allowed to remain in their wrappers until removal into the new building.

Fifty-nine volumes have been received from the United States Department of the Interior, supplying gaps in the sets of reports of the Department. Other United States documents have been received but no record has been made of the number.

LIBRARY SERVICE.

Mrs. Strong and Miss Lutie Smith have helped willingly and with interest in the work of re-organization, at the same time attending to the loan desk. Miss Marguerite McDaniels has rendered efficient service each Saturday since December 1st, giving her time in order to learn the work.

MISSOURI LIBRARY ASSOCIATION.

Three members of the library board and the librarian were present at the meeting of the librarians of the state at Columbia, Mo., in December. The Missouri Library association was formed at that time.

RECOMMENDATIONS AND PLANS.

The most immediate need of the library is the rebinding of about 200 volumes, mostly fiction, about half of which have already been drawn from circulation. About 125 volumes of periodicals also need to be bound.

As soon as funds will permit it, the buying of duplicates of the most popular books and renting these at five cents a week, will give great satisfaction to readers who wish to read a novel when it is new, rather than wait their turns.

By this method of renting, the books soon pay for themselves.

In order to increase the circulation of books other than fiction, it is hoped that the two-book system may be adopted, by which each reader will be allowed to take two books at one time, one of fiction and one of other works, but not two books of fiction. This seems a very proper time to adopt this plan, when new cards are about to be issued as the new year begins.

It is recommended that library privileges be granted to children of six years old and over. The children take pride in drawing books on their own cards, rather than on their parents', and librarians of experience affirm that the children are the best and most careful patrons.

Plans are being made to develop the work with children as soon as we enter the new building. The co-operation of the schools in this work will be sought. Picture bulletins will be made and lists of books posted on subjects of interest to the children. It is hoped that the collection of juvenile books may be greatly strengthened in the near future.

The government documents have not been included in the report of the number of books in the library. As soon as the books in the circulating department have been catalogued, the United States documents are to be arranged according to the check list of public documents, and an effort will be made to complete the collection as far as possible. Reports of the several departments of the Missouri state government will also be requested.

I wish to thank the members of the library board for their hearty co-operation in all new plans that have hitherto been suggested.

Respectfully submitted,

FAITH E. SMITH,

Librarian.

CIRCULATION.

	1900								1901					
	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	Total	Per Cent
Philosophy....	1	1		1		1	2		4	1	3	8	22	.0005
Religion.....	10	8	11	16	18	18	17	15	20	23	19	21	195	.005
Sociology.....	11	8	29		8	9	7	5	12	11	23	8	143	.0039
Language.....														
Science.....	29	23	22	18	16	18	23	25	22	27	32	19	274	.0072
Useful Arts....	4	3	11	5		5	2	3	6	3	5	5	52	.0013
Fine Arts.....	6	3	2	4	5	15	8	11	7	11	11	11	94	.0025
Literature.....	65	64	40	38	49	75	66	61	81	89	81	67	776	.2
History.....	29	25	25	15	33	65	68	64	59	93	54	47	577	.015
Travel.....	57	45	80	67	57	79	68	79	58	36	59	32	717	.019
Biography.....	8	5	9	4	10	19	20	23	26	44	44	15	227	.006
Fiction.....	2319	2393	2546	2455	2043	2084	2084	2292	2731	2577	2611	2125	28260	.761
Juvenile.....	514	609	586	468	258	326	406	378	369	533	619	484	5551	.149
Miscellaneous..	33	22	27	15	7	9	12	11	20	20	17	11	204	.005
Total.....	3088	3209	3388	3118	2504	2723	2783	2967	3415	3468	3578	2853	37092	

LIST OF PERIODICALS ON FILE AT THE LIBRARY.

DAILY.

Chicago Record-Herald,
Kansas City Times,
*Montana Daily Record,
New York Herald,
St. Louis Globe-Democrat,
St. Louis Republic,
*Sedalia Daily Capital,
*Sedalia Democrat,
*Sedalia Evening Sentinel,
*U. S. Congressional Record.

WEEKLY.

*American Baptist Flag,
Harper's Weekly,
*Irrepressible Conflict,
Ladies' Home Journal,
Leslie's Weekly,
*Lexington Intelligencer,
*Lexington News,
Puck,
Railway Age,
Scientific American,
*Sedalia Journal,
Sedalia Times,
*U. S. Patent Office Gazette,
Youth's Companion,
Life.

SEMI-MONTHLY.

Dial, *Der Lutheraner, *University News Letter.

MONTHLY.

American Monthly Review of Reviews,
Atlantic Monthly,
Bookman,
Century,
*Christian Science Journal,
Cosmopolitan,
Critic,
Forum,
*"400",
Frank Leslie's Popular Monthly,
Harper's Monthly Magazine,
*Ledger Monthly,
Library Journal,
*Literary News,

*Current History,	McClure's Magazine,
Current Literature,	Munsey's Magazine,
Nineteenth Century,	*U. S. Consular Reports,
North American Review,	*Witness,
Outing,	*Woman's Missionary Friend,
Popular Science Monthly,	Public Libraries,
St. Nicholas,	Scribner's Magazine.

QUARTERLY.

Edinburg Review,	*Practical Psychology,
Quarterly Review,	*Kansas City Public Library.

(*) Gifts.

LIST OF DONORS OF BOOKS AND PAMPHLETS.

	BOOKS.	PAMPHLETS.
Arrowsmith, F.	1	
Bond, G. E.	34	
Bothwell, J. H.	2	
Dowd, Mrs. Arthur	3	
Evanston (Ill.) Free Public library		1
Hatton, R. I.	4	
Heath, D. C. & Co.	1	
Highleyman, May		42
Houghton, Mifflin & Co.	1	
Jewett Norris Library, Trenton, Mo.		3
Kansas City Public library		3
McClain, J. W.	1	
McClellan, E. E.	1	
National Educational Association	1	

Northwestern University library		43
Parlin library, Canton, Ill.	1	
Peoria (Ill.) Public library		2
St. Louis News Co.		1
Smith, Miss Gertrude		1
United States Government	59	88
Windsor, P. L. Washington, D. C.	1	7
Unknown	1	1
Totals,	111	192

MONEY COLLECTED AT THE LIBRARY.

	Fines	Postal Cards	Reader' Cards	Lost Books	Total
May	$ 9 47	$ 59	$ 1 00	$	$ 11 06
June	8 47	50	60		9 57
July	5 87	29	10	1 25	7 51
August	7 76	35	20		8 31
September	10 22	48	20		10 90
October	8 16	40	60		9 16
November	7 02	25	1 20		8 47
December	7 46	97			8 43
January	10 25	89	1 10		12 24
February	7 32	89	1 10		9 31
March	7 39	53	60		8 52
April	9 51	52	90		10 93
Total	$98 90	6 66	$ 7 60	$ 1 25	$114 41

Schedule of Library Property.

Real Estate—Lot and library building.

Personal Property—Books and periodicals listed elsewhere. Chairs—9 leather-covered, 14 wooden, 14 cane, 1 revolving. Tables—4 six-feet, 1 four-feet, 2 small. Desks2; Paper racks 2; pigeon-hole case; hat rack; paper files; pictures 14; dictionary holder; letter-file case; book truck; typewriter; waste-baskets 2; step ladder; book shelves; steel stack; carpets 4; rugs 3; water cooler; perforating stamp; catalogue case; card-file case.

Report of the Finance Committee.

SEDALIA, MO., May 1st, 1901.

To the President and Directors of the Sedalia Public Library.

We hereby transmit to you the following detailed report of the financial condition of the Sedalia Public Library, as required by law, showing receipts and disbursements for the year ending April 30th, 1901:

RECEIPTS.

April Revenues		$ 80 79	
May	"	36 33	
June	"	91 76	
July	"	75 91	
August	"	44 23	
September	"	36 80	
October	"	216 77	
November	"	210 90	
December	"	2,268 87	
January	"	424 22	
February	"	368 32	
March	"	149 48	
Total Revenue from the City			$4,004 38
May Fines		$ 11 06	
June	"	9 57	
July	"	7 57	
August	"	8 31	
Sept.	"	10 90	

Oct.	"	9 16	
Nov.	"	8 47	
Dec.	"	8 43	
Jan.	"	12 24	
Feb.	"	9 31	
March	"	8 52	
April	"	10 93	
	Total Fines		$ 114 41
	Total Receipts from all sources		$4,118 79
	Balance on hand, May 1st, 1900		484 15
	Total		$4,602 94

DISBURSEMENTS.

Librarian's Salary, Nov. 1-May 1		$ 450 00	
Assistant's	"	480 00	
"	"	340 00	
"	"	11 00	
Janitor's	"	76 80	
	Total Salaries		$1,357 80
Printing		$ 85 54	
Ice		14 45	
Freight and Express		9 64	
Furniture		16 00	
Supplies		269 19	
Repairs		2 10	
Advertising		14 25	
Insurance		133 70	
Miscellaneous		48 27	
	Total Incidental Expense		$ 593 14
New Books		$ 96 25	
Periodicals		110 65	
Binding Books		73 39	
	Total		$ 280 53

Total Expense for Maintenance	$2,231 47	
Amount paid on Lot	2,137 00	
Total Expense		$4,368 47
Balance on hand May 1st, 1901		$ 234 47

W. B. MACKEY,
Chairman of Committee on Finance.







Seventh Annual Report

—Of the—

Board of Directors

—of the—

Public Library

—Of—

Sedalia, Missouri.

Fiscal Year Ending April 30, 1902.

S M HODGES & BRO
PRINTERS AND BINDERS
SEDALIA MO

THE NEW YORK PUBLIC LIBRARY
P 151022
ASTOR, LENOX AND TILDEN FOUNDATIONS.

Sedalia Public Library.

OFFICERS.

President,	Chas. E. Messerly,
Vice-President,	Lee Montgomery,
Secretary,	Otis W. Smith.

DIRECTORS.

Term Expires 1903	Term Expires 1904	Term Expires 1905.
Teresa M. Burrowes,	Otis W. Smith,	W. B. Mackey,
Lee Montgomery,	C. E. Messerly,	Helen G. Steele,
Rev. F. W. Simpson,	C. E. Yeater,	Miss Gertrude Smith

COMMITTEES.

BOOKS.

Lee Montgomery, Gertrude Smith, Helen G. Steele.

FINANCE.

W. B. Mackey, Rev. F. W. Simpson, Teresa M. Burrowes.

EXECUTIVE.

Chas. E. Messerly, Otis W. Smith, Chas. E. Yeater

COMPLAINTS.

Otis W. Smith, Helen G. Steele, Teresa M. Burrowes.

BUILDING AND GROUNDS.

Chas. E. Yeater, Lee Montgomery, W. B. Mackey.

NEWSPAPERS AND PERIODICALS.

Rev. F. W. Simpson, Gertrude Smith, W. B. Mackey.

Faith E. Smith, Librarian;
Blanche Imhoff, First Assistant Librarian;
Marguerite McDaniel, Second Assistant Librarian.

SEVENTH ANNUAL REPORT

OF THE

Sedalia Public Library.

SEDALIA, Mo., May 16th, 1902.

To the Mayor and City Council of Sedalia, Mo.

GENTLEMEN:—Section 6472 of the Revised Statutes of Missouri, 1899, provides that the directors of the Public Library shall make, on or before the second Monday in June, an annual report to the City Council, stating the condition of their trust on the first day of May of that year. In accordance with this provision, the directors of the Sedalia Public Library at a meeting on May 15th, 1902, ordered that the annual reports of the President, Librarian, and Finance Committee should constitute such annual report to the City Council for the fiscal year ending April 30th, 1902. Such reports are accordingly herewith respectfully submitted.

CHARLES E. YEATER,
President of the Board of Directors.

LEE MONTGOMERY,
Secretary.

Report of the President.

SEDALIA, MO. May 1st, 1902.

To the Board of Directors of the Sedalia Public Library:

Complying with the by-laws I herewith submit the Seventh Annual Report of the business and affairs of the library which together with the annual reports of the Librarian and Finance Committee in accordance with the custom of the board, have heretofore been submitted to the Mayor and City Council as the annual report required by the statutes and the city ordinances.

The fiscal year ending on April 30th, 1902, as shown by the report of the Finance Committee shows a gradual improvement in the condition of the finances of the institution. The library will be more or less handicapped during the next three years, owing to the large expenditures necessitated in furnishing the building and fitting up the grounds. In order to make available the library building erected from the generous gift of $50,000 made by Andrew Carnegie, it was necessary to expend several thousand dollars in buying the necessary furniture and equipment for the building, all of which is shown in detail by our warrants and vouchers. These extraordinary expenditures will never recur and as soon as they can be gradually met in the next three years the fiscal

affairs of the library can be easily managed and its revenues will be ample for its proper administration. Meanwhile, during this period, it will be necessary to exercise a rigid economy and to consider carefully and wisely the particular purposes for which limited funds shall be expended.

Necessarily this condition results in extreme embarrassment to the board in the matter of purchasing new books and periodicals. Considering the small amounts which have been allowed to the Book Committee and the Committee on Periodicals, these committees together with the librarian, have exercised the most excellent judgment and have selected those books most needed and best fitted for the varying needs of the readers, together with most of the leading periodicals.

During the month of January of this year, through the generosity of many of our citizens, whose names are listed in the report of the librarian, a cash fund of $1,000, almost all of which has been collected and paid into the city treasury, was donated to the library for the purchase of children's and juvenile books. This gift was much needed because of the very limited number of books of this character, and particularly so, in view of the fact that the children and youth of the city, in proportion to the numbers, furnish the largest per centage of readers. The largest part of this money has been carefully expended by the Book Committee and purchase will from time to time be made in such manner as to meet the object of the donors until the fund is exhausted.

During the year just ended the gifts of books by individuals to the library has been unprecedentedly large, hardly a single week having passed without several donations. A special acknowledgment should be made to Mesdames Smith and Cotton, who, besides giving to the library a large number of excellent and useful books, have donated a very valuable collection of art photographs, gathered by them several years ago in Europe, illustrating classical, medieval and modern paintings, sculpture and architecture. At the time of the gift the board duly transmitted to these ladies a resolution of thanks, and it is fitting again, in this permanent and more public record, to register the appreciation of the board and the people of Sedalia of the deep and generous interest they have shown in the library.

Since the last annual report the librarian has completed the triplicate card catalog by author, title and subject of all the books in the library on the decimal system, except the government documents, which latter when time permits will also be catalogued. This card catalog puts the library, in this particular, abreast of the modern libraries of the country and renders available for quick and ready reference and examination every volume on the shelves. In addition to this the librarian is now preparing a classfied catalog of all books in the library in the form of a finding list. When completed and printed this list will be sold for a small sum to readers who will thereby be enabled to have at their homes for examination a complete catalog of all books sub-

ject to circulation. Blank pages will be provided in this list to which may be pasted printed titles of books purchased in future.

On July 31st, 1901, the new Carnegie Library building was dedicated to the use of the public by appropriate ceremonies. The Rev. E. W. Clippinger at the request of Mayor S. K. Crawford, shortly before his death and during his last illness, and with the concurrence and request of his successor, Mayor J. L. Babcock, accepted the building in an eloquent and thoughtful address. Mr. D. H. Smith spoke upon the old and original library organizations of the city and gave a complete and interesting history of the foundations upon which the present institution has been laid. Mr. John Laurence Mauran, the head of the firm of architects who designed the building, pronounced an excellent short address upon the responsibilities growing out of the relation of architects and library directors. Mrs. W. D. Steele, by request of the author, read a very finished original poem by Rosa Pearle, upon Andrew Carnegie as the subject. Mr. Frederick N. Crunden, librarian of the public library of the city of St. Louis, delivered a most scholarly and able address upon the subject, "The Public Library a paying investment." All the dedication proceedings and these addresses were stenographically reported and written out and are preserved in the files of the library, and I recommend that whenever the state of finances permit they should be published for public distribution.

Mr. W. B. Mackey, chairman of the finance committee,

has submitted the report of that committee showing in complete detail the receipts and expenditures of the past fiscal year. Upon this report Mr. Mackey has prepared and will submit at the coming monthly meeting of the board in June, a budget for the fiscal year beginning May 1st, 1902, and will recommend appropriations for the first quarter of the year, in compliance with the provisions of Article X of the by-laws.

The service of Miss Faith E. Smith, librarian, and Miss Sarah McGowan and Miss Marguerite McDaniel, assistants, has been highly efficient and their labors and duties have been performed in such a complete and pleasant manner that no single word of criticism has been heard of either one of them from any member of the board or any reader in the city. Miss Smith attended the meeting of the American Library Association at Waukesha, Wisconsin, last July ,and Miss Smith and Miss McDaniel together attended the meeting of the State Library Association at Kansas City last October. The next meeting of the State Library Association will be here next October, and it will be our duty to provide for the members suitable entertainment after the manner of former meetings. I recommend that the librarian and the two assistants attend to the extent possible, in future, all meetings of the State Association, in order that they may become better fitted to discharge their duties by acquiring new ideas of library administration and the latest methods and suggestions.

I congratulate the members of the board upon the perfect harmony which has existed among them and upon the

increasing benefits of the library to the community, which are so apparent, and I have, in conclusion, the honor to Respectfully submit the foregoing as my official annual report.

CHARLES E. YEATER.

STATE OE MISSOURI, } ss
County of Pettis. }

Charles E. Yeater, president of the Board of Directors of the Public Library of the city of Sedalia, being duly sworn, on his oath says that all such parts of the reports of the President, Librarian and Finance committee, for the year ending April 30th, 1902, as relate to receipt and expenditure of money, as well as the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge and belief.

CHARLES E. YEATER.

Subscribed and sworn to before me this 15th day of May, A. D. 1902.

[SEAL] HARVEY D. DOW,
Notary Public, Pettis County, Mo.

My commission expires November 25th, 1902.

Librarian's Report.

To the Board of Directors of the Sedalia Public Library.

LADIES AND GENTLEMEN:—Herewith is submitted the annual report of the condition and work of the library for the year ending April 30th, 1902:

Books added by purchase	566
Books added by gift	497
Total number added to the general library	1,063
War of rebellion records, not catalogued	125
Worn out books	96
Books lost through smallpox	7
Total number of books in the library excluding government documents and duplicates	4,357
Duplicates not catalogued	87

Books added during the year arranged by classes.

Juvenile	322
Fiction	245
General	65
Philosophy	14
Religion	20
Sociology	26
Language	32
Science	43

Useful Arts	14
Fine Arts	9
Literature	52
History and Travel	72
Biography	149
Total	1,063

Ninty-six catalogued books have worn out, and 135 uncatalogued books, making a total of 231. Of these ninety-five have been given to the Lamonte High School Library and fifty-six to the Georgetown School Library. Of the books worn out in 1900-1901, 188 were given to the Georgetown school library. Seven books, found to have been where smallpox existed were ordered destroyed. Six others for the same reason are being held by the borrowers awaiting further orders from the Library Board.

CIRCULATION.

The appended table of circulation for the year shows the total to be 35,749 volumes against 37,092 volumes for the preceding year, showing a decrease of 1,343. This is not as discouraging as it may seem. The decrease is entirely in fiction which shows 4,123 volumes less than last year, due to the small number of books of fiction purchased during the year. While the table of accessions records 199 volumes of fiction, a greater part of these were received at the close of the year, and their circulation is not included in this year's report. There has been an increase in the circulation of juvenile books of 2,501, and in classes outside of juvenile

and fiction, an increase of 270. The increase in the circulation of juvenile books is doubtless due to the large number purchased from the citizen's gift fund and to the special efforts to attract young people to the library. The increase in the use of books other than fiction may be due in part to the two book system by which each card holder is allowed two books at one time, provided that only one is fiction, by rule adopted June, 1901. It may be due also to the open shelves in the passage way back of the loan desk, where the best books of all classes as well as fiction have been made accessible to the public. No account is kept of the use of books in the reading room. Many of the High school students, members of the woman's club and boys debating societies have used the reference books freely and have received help at the loan desk in looking up subjects.

REGISTRATION.

It is impossible to give an exact number of new readers for the year, for the reason that a new registration was begun August 1st, when the library was opened in the new building. All who already held cards as well as new readers were asked to sign new cards and present a guarantor's signature. The new cards issued will be good for three years, at the end of which time guarantor's signatures will again be required. The number of cards issued since August 1st is 1,893. Of these 372 were to children, about 50 to residents of Pettis county outside of Sedalia. A few readers who held cards at the old library have not had their cards

renewed. Fifty-two of those registered since August 1st have left town, making the the present number of readers 1,841, exclusive of those whose cards have not been renewed. The number of new readers which is not the exact number of all readers, is about 12 per cent of the total population of Sedalia.

REMOVAL INTO THE NEW BUILDING.

The library ceased to circulate books in the rooms at the court house July 25th. Five days were used in removal and in preparing for dedication of the new building. Circulation was reopened July 31st.

PERIODICALS.

The list of periodicals has been increased this year both by gift and purchase. Several educational magazines have been added through the kindness of the publishers. The list of periodicals on file in the reading room is appended to this report.

RENTAL OF DUPLICATES.

Duplicate copies of a few of the popular books have been bought and these have been rented for 5 cents for five days. Many patrons of the library have been glad to rent these rather than wait their turns for the regular library copies. Nineteen books have been bought for this collection at a cost of $18.38. The income from these to May 1st, 1902, was $33.04, making a net gain of $14.66. When the books no longer demand the renting price they are added to the general collection and circulated on cards. Eleven of these books are still in circulation. For the first four months of

the year the money obtained from these books was given to the city treasurer. By order of the library board it is now held by the librarian to be again expended for books, on the theory that it is a voluntary co-operative association of those desiring to take advantage of the plan under the regulation of the board.

DONORS.

A list of donors of money, books, pamphlets, pictures, etc., is appended to this report. Special mention should be made of the generous gift of Mesdames Smith and Cotton, who at the time of the opening of the new building donated about 150 framed photographs of celebrated works of art.

Through the efforts of a committee of citizens, Mr. J. M. Cannon, Mr. F. B. Meyer, Rev. F. O. Fannon and Mr. D. H. Smith, a subscription fund of $1,000 was secured among the people of Sedalia, this fund to be expended for juvenile books. The committee spent much time and energy in securing this fund and the library owes to them a deep sense of gratitude. About two-thirds of the money has been used for the purchase of books and the remainder will be spent during the year. The appreciation of the children is shown by the increased circulation of children's books.

Miss May Jaynes and Mrs. Bransford Lewis gave to the library ninety-six volumes of the Official records of the War of the rebellion. Through the efforts of Mr. D. H. Smith the remaining twenty-nine volumes have been received from Senator G. G. Vest, thus completing the set.

The large number of books and back numbers of maga-

zines received this year indicates a very friendly interest among the people of Sedalia, that has been thoroughly appreciated by the library.

WORK WITH CHILDREN.

By a rule amended June, 1901, children of six years old and over have been allowed reader's cards. This has helped to increase the number of readers. At the time of the opening of the library in the new building, a reception was given to the children. Over 200 came and the new children's room, with books on open shelves, proved such an attraction that 960 books were issued during that month. With the opening of school the circulation decreased, but it has been increasing each month during the year. Various efforts have been made to interest the children in the library, and they have not been in vain. The teachers have co-operated very heartily with the library and by their suggestions the boys and girls have been led to choose better books. Drawings from the several public schools have been exhibited at the library, attracting both children and parents. Birthdays of great men, anniversaries and special days, such as Christmas, St. Valentine's day, etc., have been celebrated by placing on the bulletin board pictures and lists of books illustrative of the meaning of the day. Lists of books suitable for children of the different grades are being prepared, which it is hoped will be suggestive to the boys and girls for their summer reading.

SUNDAY OPENING.

Beginning September 8th, 1901, the library has been open on Sunday afternoons from 2 to 6 o'clock. The attendance has been as high as 100 and never less than 25. Because there is no Y. M. C. A. in Sedalia, many young men and boys have found the library a quiet place to spend their Sunday afternoons.

NEWSPAPER CLIPPINGS.

Considerable time has been given to cutting up old newspapers and mounting such clippings as would be of permanent interest. These have been classified and catalogued and have been useful in reference work.

LIBRARY ASSOCIATIONS.

The librarian attended the meeting of the American Library Association at Waukesha, in July, 1901, and the librarian and the second assistant were present at the meeting of the Missouri State Library Association held at Kansas City in October, 1901. Both meetings were very beneficial.

RELATIONS WITH OTHER LIBRARIES.

Through articles on the new building, published in the Library Journal, of New York, and the Public Library Bulletin, of Boston, many letters have been received asking for plans of the building, the book of rules and regulations, and suggestions about organizing a library. Through correspondence the library has been able to be of assistance to several smaller libraries in the state.

PRINTED FINDING LISTS.

A printed classified finding list of all the books in the library is in course of preparation. This has been demanded by the patrons of the library and it will doubtless increase the circulation of books, at the same time being a source of satisfaction to the readers. This printed list will by no means take the place of the card catalog, which is the only catalog that be kept up to date, and is the only alphabetical arrangement of authors, titles and subjects.

LIBRARY SERVICE.

Miss Sarah McGowan and Miss Marguerite McDaniel were elected in June as first and second assistants. They have rendered faithful and efficient service. Miss Annie Neill served as apprentice during August and September, and Miss Mary Temple gave similar service during February, March and April.

Whatever advance the library may have made during the year would not have been possible, had it not been for the hearty co-operation of the members of the library board. For this we thank you.

Respectfully submitted,

May 15, 1902. FAITH E. SMITH, Librarian.

Educational Publishing Co., Mrs. E. A. Elder, R. W. Elder, J. W. M. Elgin, E. J. Evans, W. H. Evans, Evanston Free Public Library, F. O. Fannon, E. B. Farley, F. L. Farley, W. S. Farris, S. Fell, J. W. Ferner, G. F. Fisher, Fisher Printing Co., A. T. Fleischmann, O. F. Fowler, F. C. Frank, J. J. Freeman, Mrs. N. M. Frey, Albert Frick, F. M. Fulkerson, D. A. Fults, Gallie Lumber Co., J. T. Gerould, Columbia, Mo., F. E. Gibbons, Mrs. A. Ginter, J. R. Glenn, Harriet Gold, S. C. Gold, J. W. Goodwin, E. J. Gordon, Dr. W. N. Graham, F. H. Gray, R. H. Gray, T. T. Gray, S. A. Gregg, E. F. Gresham, J. L. Griffith, S. Grosshans, W. Grow, C. Guenther, F. H. Guenther, Mrs. F. H. Guenther, J. L. Guerrant, Harriet P. Guild, William Hailer, W. H. Hall, Lew Hamilton, D. S. Hardin, H. W. Harris, J. M. Harris, W. M. Harris, E. N. Harrison, May Hawkins, A. H. Heaton, C. H. Heynen, Charles Hoberecht, Charles Hoffman, Peter Hoffman, W. W. Hoffman, J. B. Holdner, T. C. Holland, Mrs. Nils Holm, Home Tea and Coffee Co., C. Honkomp, H. E. Houston, T. P. Hoy, Hotel Huckins, B. F. Hughes, B. F. Hutchinson, G. W. Inge, C. M. Jacobs, J. C. Jacoby, May Jaynes, Jenkins & Wells, B. D. Johnson, August Kahrs, J. L. Kautzman, Kelk & Keens, C. C. Kelly, D. E. Kennedy, J. K. Kidd, Sol. Kingsbaker, Kosted & Son, Kroencke & Cordes, F. E. Kunkler, Lake Mohonk Arbitration Conference, N. Y., J. A. Lamy Mfg., Co., Landmann Bros., Mildred Latimer, G. F. Lawrence, C. C. Lawson, Pauline Lenhart, Mrs. Bransford Lewis, G. W. Longan, J. H. Looney, Lee Looney, Cord Lujin, E. B. Lyon,

J. W. McClain, E. E. McClellan, E. B. McClure, Dr. J. W. McClure, Mrs. A. S. McGowan, Sarah McGowan, McGowan Pharmacy, G W. Mackey, William Mackey, J. H. Mara, Mrs. J. H. Mara, B. F. Martin, Mary Martin, Mrs. Mason, C. E. Mellor, Mertz & Hale, C. E. Messerly, H. W. Meuschke, F. B. Meyer and Brother, J. F. A. Meyers, D. Miller, Milwaukee Public Library, A. C. Miner, Missouri Central Lumber Company, Missouri State Fair Directors, University of Missouri, W. E. Mitchum, Mrs. Moffatt, J. T. Montgomery, Mrs. John Montgomery, Lee Montgomery, Montgomery & Montgomery, Major A. P. Morey, Morris & Bertram, Morris Bros., H. M. Moser, L. F. Muckey, H. D. Muir, J. L. Murphy, J. B. Nall, E. Nasse, R. L. Netherton, New York City (Department of Education), New York State College of Forestry, Eliza Nickles, Mrs. O. D. Noble, Northwestern University Library, Open Court Publishing Company, F. D. Ormond, W. C. Overstreet, Mrs. J. L. Parish, O. E. Parsons, Clyde Patterson, S. R. Payne, Peter Pehl, Peoria Public Library, F. W. Phipps, Mr. Pierson, J. M. Planck, W. E. Poindexter, D. L. Porter, W. H. Powell, Broadway Presbyterian Church, T. J. Price, Antonio Provost, Otto Raiffeisen, W. M. Ramsey, C. A. Raum, J. E. Rector, W. M. Rector, Virgie Reed, Miss Reed, J. H. Reens, W. H. Reynolds, G. M. Riddle, Mrs. J. D. Riddle, Mrs. C. H. Rider, J. E. Ritchey, W. H. Ritchey, J. A. Robb, C. H. Rockwell, B. Rockwell, John Rodeman, J. H. Rodes, Mrs. J. B. Roe, Roemer & Goodenow, J. S. Rogers, Judge N. H. Rogers, C. W. Rosenmiller, John Routon, William T. Rozal, St. Joseph

Public Library, St. Louis Clothing Company, P. H. Sangree, J. F. Scally, W. H. Schnare, J. M. Scott, Sedalia Awning and Mattress Company, Sedalia Board of Education, Sedalia Democrat, Sedalia Milling Company, Sedalia National Bank, Sedalia Printing Company, Sedalia Trust Company, H. W. Servant, Joe Sewell, W. H. Sheerer, Carrie Sheets, Myrtle Sheets, J. C. Shelton, G. L. Shepard, E. M. Shields, W. B. Shirk, Judge W. S. Shirk, Miss Shively, A. L. Shortridge, J. W. Skelley, Rev. F. W. Simpson, M. T. Slane, Mesdames Smith and Cotton, D. H. Smith, Mrs. D. H. Smith, Ellis R. Smith, Gertrude Smith, Judge J. L. Smith, Mrs. Sallie Potter Sneed, L. C. Snell, Southeast School Teachers, Christine Spencer, W. L. Sprecher, R. A. Stanley, Mrs. W. D. Steele, Robert Taylor, Miss Mary Temple, C. E. Thew, Third National Bank, W. T. Thomas, Mrs. Tiede, T. S. Tredway, J. E. Tucker, U. S. Government, Chas. Van Antwerp, W. H. Van Wagner, Senator G. G. Vest, Frank Vollrath, O. G. Waffle, C. F. Walch, C. S. Walden, J. Waldman, B. L. Walker, Mrs. J. Walmsley, Mrs. A. J. Warren, J. T. Watkins, M. Weisburg, E. C. White, O. P. Wilcox, B. G. Wilkerson, E. S. Wilcox, Peoria, Ill., H. T. Williams, Henry Willis, A. W. Winzenburg, Wisconsin Free Library Commission, H. W. Wood, Mrs. Woodward, R. H. Wright, S. Wright & Son, Chas. E. Yeater, Miss Laura Yeater, Charles Yost & Son, Elinor Zimmerman, Zimmerman & Co., C. H. Zoll.

List of Periodicals

On File in the Reading Room.

DAILY.

Chicago Record-Herald,
Kansas City Star,
*Montana Daily Record,
St. Louis Globe-Democrat,
St. Louis Republic,
*Sedalia Capital,
*Sedalia Democrat,
*Sedalia Sentinel.

WEEKLY.

*Christian Work,
Collier's Weekly,
Great Round World,
Harper's Weekly,
Independent,
Leslie's Weekly,
*Lexington News,
Life,
Living Age,
*M. S. U. Independent,
New York Sunday Herald,
Public Opinion,
Puck,
Railway Age,
*Rosa Pearle,
Scientific American,
Scientific American Supplement,
*Sedalia Journal,
Sedalia Times,
*U. S. Patent Office Gazette,
Youth's Companion.

SEMI-MONTHLY.

Dial,
*Intelligence,
*Der Lutheraner.

MONTHLY.

*American Journal of Education,
American Monthly Review of Reviews,
Atlantic Monthly,
Bookman,
Cassell's Magazine of Art,
Century,
*Christian Science Journal,
Cosmopolitan,
Critic,
Cumulative Index,
Forum,
*Four Hundred,
Frank Leslie's Popular Monthly,
*Good Roads Magazine,
Harper's Monthly,
Ladies' Home Journal,
*Land of Sunshine,
*Ledger Monthly,
Library Journal,
*Literary News,
McClure's Magazine,
Munsey,
Ninteenth Century,
*Normal Instructor,
North American Review,
*Osteopathic Physician,
Outing,
*Pennsylvania School Journal,
Perry Magazine,
Popular Science Monthly,
Public Libraries,
Public Library Bulletin,
St. Nicholas,
*Science and Industry,
Scribner's Magazine,
Success,
*U. S. Consular Report,
*U. S. Dept. of Agr. Climate and Crop Service,
*U. S. Public Documents Catalogue,
*Witness,
*Woman's Missionary Friend,
*World's Events,
World's Work.

QUARTERLY.

*K. C. Public Library Quarterly,
*Gifts.

Library Property.

REAL ESTATE—Lot and Library Building.

PERSONAL PROPERTY—Thirteen tables 3x8, five tables 2x3, two tables 3x4, four tables 3x6, one table 4x10, one table 2x2, 89 Bentwood chairs, four revolving chairs, fourteen oak chairs, twenty-one leather back chairs, fourteen newspaper files, newspaper rack, two magazine racks, three bulletin boards, three card catalog cases with cupboard bases, four thermometers, three cork carpets, loan desk, counter, charging card file case, two waste paper baskets, seven stools, two benches, newspaper file case, letter press, ninety-nine potted plants, perforating stamp, letter file case, one map of Pettis county, card file case, desk, hat rack, lawn mower, four carpets, hammer, 200 feet of hose, shovel, rake, water cooler, two umbrella stands, three mats, two rugs, one roller top desk, one movable book case, typewriter, chest of drawers, one book truck, 139 framed pictures, fourteen unframed mounted pictures, scythe, hatchet, pocket level, file, whet stone. axe, two sprays, three screw drivers, six mops, two dusters, one chamois skin, three pails, three brushes, one ladder, two step ladders, brace and bit, wheel barrow, two brooms.

MONEY COLLECTED AT THE LIBRARY.

	Fines	Postal Cards	Reader's Cards	Lost Books	Rental of Duplicates	Total
May	$ 4 66	$ 42	30	$	$ 40	$ 5 78
June	8 15	27			1 66	10 08
July	5 26	33	10		1 25	6 94
August	7 75	33			1 85	9 93
September	9 78	14		65		10 57
October	8 75	40				9 15
November	11 93	91	10			12 94
December	15 66	80	20			16 66
January	11 28	86				12 14
February	8 70	67				9 37
March	9 48	67				10 15
April	12 31	29				12 60
Total						$126 31

Report of the Finance Committee

SEDALIA, MO., May 1, 1902.

To the President and Directors of the Sedalia Public Library:

We hereby present to you the Annual Financial report, showing receipts and disbursements for the year ending April 30, 1902.

RECEIPTS.

April Revenue	$	331	11
May "		111	95
June "		52	28
July "		46	98
August "		46	47
September "		73	60
October "		174	24
November "		229	55
December "		2,072	72
January "		714	73
February "		214	97
March "		407	04
Total Revenue from City			$4475 64
June Fines	$	10	08
July "		6	94
August "		9	93
Sept. "		10	57
Oct. "		9	15
Nov. "		12	94
Dec. "		16	66

Jan. "	12 14	
Feb. "	9 37	
March "	10 15	
April "	12 60	
Total Fines		$ 120 53
Citizens Gift Fund	$ 898 75	
Amount Borrowed to Furnish New Building	2,000 00	$2898 75
Total Money Received		7494 92
Balance on hand May 1, 1901		234 47
Total		$7729 39

DISBURSEMENTS.

Librarian's Salary	$ 900 00	
Assistant Librarian's Salary	355 50	
" " "	308 67	
Janitor	336 50	
Total Salaries		$1900 67
Insurance	$ 212 45	
Supplies	267 56	
Lawn and Trees	89 11	
Furniture and Fixtures	1,763 06	
Electric Light	143 40	
City Steam Heat	165 24	
Printing	157 80	
Ice	20 60	
Freight and moving to new building	56 09	
Opening Exercises	58 38	
Miscellaneous	19 60	
Interest	73 30	
Total Incidental Expense		$3,026 59
New Books	$ 602 91	
Periodicals	128 50	



Binding Books	25 00	
Total for Books and Binding		$ 756 41
Total Expense		5,683 67
Amount paid on Indebtedness		1,000 00
Total		$6,683 67
Balance on hand May 1, 1902,	$1045 72	$7729 39

W. B. MACKEY,
F. W. SIMPSON,
TERESA M. BURROWES,
Committee on Finance.



The Public Library...

Of

Sedalia, Missouri.

Eighth Annual Report



Eighth Annual Report

—Of the—

Board of Directors

—Of the—



Public Library

—Of—

Sedalia, Missouri.

Fiscal Year Ending April 30, 1903.

S M HODGES
PRINTING & BINDING
SEDALIA, MO

THE NEW YORK
PUBLIC LIBRARY
P 175333
ASTOR, LENOX AND
TILDEN FOUNDATIONS

Sedalia Public Library.

OFFICERS.

President, - - - - - - - Lee Montgomery,
Vice-President, - - - - - - - - W. B. Mackey,
Secretary, - - - - - - - - Otis W. Smith.

DIRECTORS.

Term Expires 1904.	Term Expires 1905.	Term Expires 1906.
Otis W. Smith,	W. B. Mackey,	Teresa M. Burrowes,
C. E. Messerly,	Helen G. Steele,	Lee Montgomery,
C. E. Yeater,	Miss Gertrude Smith,	Dr. Geo. E McNeil.

COMMITTEES.

BOOKS.

Chas. E. Yeater, Gertrude Smith, Dr. Geo. E. McNeil.

FINANCE.

W. B. Mackey, Gertrude Smith, Teresa M. Burrowes.

EXECUTIVE.

Lee Montgomery, Otis W. Smith, Chas. E. Messerly

COMPLAINTS.

Otis W. Smith, Helen G. Steele, Teresa M. Burrowes.

BUILDING AND GROUNDS.

Chas. E. Messerly, Chas. E. Yeater, Helen G. Steele.

NEWSPAPERS AND PERIODICALS.

Dr. Geo. E. McNeil, Helen G. Steele, W. B. Mackey.

Faith E. Smith, Librarian;
Marguerite McDaniel, First Assistant Librarian;
Ada L. Griffith, Second Assistant Librarian.



EIGHTH ANNUAL REPORT

OF THE

Sedalia Public Library.

SEDALIA, MO., May 13th, 1903.

To the Mayor and City Council of Sedalia, Mo.

GENTLEMEN.—Section 6472 of the Revised Statutes of Missouri, 1899, provides that the directors of the Public Library shall make, on or before the second Monday in June, an annual report to the City Council, stating the condition of their trust on the first day of May of that year. In accordance with this provision, the directors of the Sedalia Public Library at a meeting on May 13th, 1903, ordered that the annual reports of the President, Librarian, and Finance Committee should constitute such annual report to the City Council for the fiscal year ending April 30th, 1903. Such reports are accordingly herewith respectfully submitted.

C. E. MESSERLY,
President of the Board of Directors.

OTIS W. SMITH,
Secretary.

Report of the President.

SEDALIA, MO., May 4, 1903.

To the Board of Directors of the Sedalia Public Library:

I have the honor to submit the annual report for the fiscal year ending April 30, 1903, it being the eighth for the Library. The details will be found in the accompanying reports of the Librarian and the Finance Committee. We have entered upon the second year of our occupancy of the new building. Unfortunately we were embarassed from the start by a large debt incurred by reason of the purchase of a lot for the building, and the necessary furniture and equipment thereof. This has been reduced by the payment of $1000.00 per year and by refunding the debt, thereby making a saving of $144.00, besides a reduction in the interest charge from 8 per cent to 6 per cent. There now remains of this debt $2500.00 unpaid, which we hope to be able to reduce by the payment of $1000.00 per year until the obligation is discharged.

It is gratifying to know that the circulation for the fiscal year just ended shows an increase of 5738 over the previous year, and an increase in circulation of childrens books of 4841.

I am also glad to see a steady increase of country readers. They now number 178 and are among our most appreciative patrons. It should be our constant aim and effort to extend the benefits and privileges of the Library to the largest possible number of people in the community in such a manner as to accomplish the greatest amount of good. The demands upon its resources have been steadily increasing, and once out of debt, our revenue will be ample to meet all demands. The work in connection with the Public Schools is being appreciated, judging by the number of teachers and pupils who avail themselves of the privileges of the Library. The Sunday readers are numerous and I think we are amply repaid for our efforts in that direction by keeping the Library open on Sunday afternoons from 2 to 6. The untiring energy and enthusiasm of the Librarian and Assistants merit the highest praise. To them is due the credit of the efficiency of the Library. One change was made in the staff during the year, that being the appointment of Miss Imhoff in the place of Miss McGowan, who resigned.

The meeting of the Missouri Library Association was held at the Library, October 23 and 24. About thirty-five delegates from other libraries were present and were enthusiastic in their appreciation of the hospitality shown them. They pronounced the building a model library building. Mr. J. Lawrence Mauran, the architect of the building, and Mr. F. M. Crunden, librarian of St. Louis, were present and addressed the assembly.

In conclusion I wish to thank the Board for their uniform courtesy to me, and I have the honor of respectfully submitting the foregoing as my official annual report.

C. E. MESSERLY,
President of the Board of Directors.

STATE OF MISSOURI, }
COUNTY OF PETTIS, } ss.

Chas. E. Messerly, president of the Board of Directors of the Sedalia Public Library of the city of Sedalia, being duly sworn, on his oath says that all such parts of the reports of the President, Librarian and Finance Committee, for the year ending April 30, 1903, as relate to receipts and expenditure of money, as well as the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge and belief.

Subscribed and sworn to before me this 19th day of May, 1903.

R. F. HARRIS,
Notary Public, Pettis Co., Mo.

My Commission expires October 31, 1906.



Librarian's Report.

To the Board of Directors of the Sedalia Public Library.

LADIES AND GENTLEMEN:—I have the honor to submit the annual report of the condition and work of the Library for the year ending April 30, 1903.

BOOK ACCOUNT.

Number of books in the Library May 1, 1902	4,357
Number of books added during the year:	
Books added by purchase	377
Books added by gift (exclusive of public documents)	214
Books added by binding	47
Books added by exchange	2
Books added by lost book replaced	1
Books added by duplicate collection	3
Total additions to the general collection	644
Number of old books accessioned	44
Total accessions	688
Number of books worn out	141
Number of books lost and paid for by readers	5

Science	16
Useful arts	11
Fine arts	10
Literature	36
History and travel	89
Biography	13
Total	655

CIRCULATION.

The appended table of circulation shows the total for the year to be 41,487 volumes, an increase of 5,738 volumes over last year. The circulation of fiction is also larger than last year, yet the per cent. shows an encouraging decrease, having fallen from 68 per cent. to 59 per cent. The circulation of children's books shows an increase of 4,841 volumes.

The library was open for circulation 304½ days with an average circulation of 136 books a day. The largest circulation for a single day occurred February 28th, when 400 books were issued.

REGISTRATION.

1,120 readers have been registered during the past year, making the total number of registrations since entering the new building 2,992. 163 readers have left the city and three have been denied the privileges of the library, making the number of cards in force at the present time 2,826. Of these 830 are children under 16 years of age and 178 are from the country and surrounding towns in the country. 17 teachers' cards have been issued since entering the new building.

READING AND REFERENCE ROOM.

196 volumes are now on the reference shelves, where they may be freely consulted by anyone. In addition to these about 75 books have been reserved for the use of the woman's clubs. These we are not allowed to circulate except over night. No record has been kept of the use of these books nor of the reference books. 76 magazines and newspapers are on file in the reading room. A list of these is appended to the report.

SUNDAY USE OF READING ROOM.

The largest number of visitors and readers at the Library on a single Sunday was 200, February 1, when the valentines were on exhibit. The smallest number was 8 on February 15, due to a severe snowstorm. The average attendance is 60, and consists largely of young men from the business colleges.

PRINTED FINDING LISTS.

In July, 1902, 1,000 copies of printed finding lists were finished at a cost of $98.75. These have been of great assistance to both readers and library, and through these lists many books have been circulated that had remained unused on the shelves. Those readers who were not able to come to the library have been able, by the use of the finding lists, to send lists of books they desired, and were more easily satisfied than when obliged to depend upon the judgment of those in charge at the desk.

WORK WITH THE CHILDREN.

Efforts to attract the children to the Library have continued during the year. Before the close of school in June, 1902, printed lists of books suitable for the different grades were distributed among the school children and from these lists many children chose their books for summer reading.

Picture bulletins have been prepared commemorating the holidays of the year, the birthdays of our great men and illustrating such subjects as animals, birds, artists, navy air-ships, Arctic exploration and others. Special efforts were made at Christmas time to render the room attractive and these efforts were fully recompensed by the appreciation of the children.

An exhibit of valentines made by the children in the schools proved a greater attraction than anything else attempted at the Library. The work on the valentines showed great improvement over last year, indicating possibly that the children considered it an honor to have their work exhibited at the Library and they exerted every effort to make it worthy.

Teachers have shown their appreciation of the Library by sending their pupils for help in writing their essays. Rooms from southeast and northeast schools have visited the Library, under guidance of the teachers, in one instance to see the valentines and in another to see photographs of Raphael's paintings in the Smith and Cotton collection.

UNITED STATES GOVERNMENT DOCUMENTS.

During the year the government documents in the basement have been placed in orderly arrangement so that any volume may be found with very little delay. 594 volumes have been accessioned (besides 133 received this year,) and 38 volumes of scientific reports have been catalogued and placed in the general collection.

250 duplicates were found among the government documents and most of these have been returned to Washington.

BINDING.

47 volumes of magazines have been bound and 77 books (mostly fiction) have been rebound. No record has been kept of the number of books repaired by the assistants at the Library, but an average of 20 each day would be a safe estimate.

Of the books too worn to be rebound, 34 have been given to the Georgetown school, 12 to Prairie Grove school, 35 to Northeast school.

LIBRARY SERVICE.

The two assistants, Miss Imhoff and Miss McDaniel, have not only been efficient in their duties but, have been interested and gracious in their contact with the public. They have been untiring in their willingness to co-operate in all plans for the development of the Library.

We wish to express to the members of the Library board our grateful appreciation of their kindly interest and support in discharging the duties intrusted to us.

Respectfully submitted,

FAITH E. SMITH, Librarian.

CIRCULATION.

	1902.								1903.					
	May	June	July	August	Sept	October	Nov	Dec	January	Feb	March	April	Total	Per cent
General	5	1		3		1							10	
Philosophy	8	14	5	2	8	11	15	16	23	12	12	18	144	
Religion	7	14	17	33	17	28	31	29	55	34	22	11	298	
Sociology	10	5	12	15	20	17	21	31	56	49	45	43	324	
Language	2	1	2	1		1			1		6	3	17	
Science	21	25	22	21	22	19	20	21	27	15	26	25	264	9.5
Useful Arts	6	7	7	10	6	6	5	8	20	17	11	7	110	
Fine Arts	3	11	7	15	11	14	11	7	21	24	19	9	152	
Literature	40	41	45	79	55	58	80	67	82	76	91	62	776	
History and Travel	83	57	87	98	84	105	123	76	115	145	114	83	1170	
Biography	54	36	37	33	29	46	71	83	76	104	83	33	685	
Fiction	1683	1994	1489	2096	2066	1937	2229	1919	2594	2328	2314	1991	24640	59.4
Juvenile	1028	1423	1368	1038	779	812	956	996	1163	1231	1152	951	12897	31.1
Total	2950	3629	3098	3444	3097	3055	3562	3253	4233	4035	3895	3236	41487	100

List of Donors.

	Vol.	Pam.	Mis. items
American Anti- Vivisection Society		1	
American society for the prevention of cruelty to animals		1	
Binghman, L. J., Versailes, Mo		1	
Blair, Miss Jessie	1		
Buchanan, Helen	1		
Busch, Selma	1		
Cannon, J. M.	32		
Carnegie Free Library of Allegheny, Pa		1	
Carroll, James			$2
Chicago Public Library		1	
Dayton (Ohio) Public Library		1	
Dow, H. D			$2
Drexel Institute Library School		1	
Dunlap, Ina			Magazines
Eau Claire (Wisconsin) Public Library	1		
Edgar, Mr. T. B	1		
Evanston (Ill.) Free Public Li-			

brary		5	
Fleishmann, Dr. A. T.	5		
Gallie, Mrs. J. B.			1 rubber plant
Garret, Mrs. C.	22		
Goodwin, Mr. J. West	1		
Guenther, Mrs. F. H.	4		
Heath, D. C. and Co.		1	
Holm, Mrs.	5		1 terrestrial globe
Hoye Directory Company	18		
Kelk, Mr. W. J.			1 foot stool
Kimball, Mr. W. P.		3	
Lawson, Mr. T. W., Boston	1		
Loeffler, Edna	5		
McCanne, Mrs. V. Y., Moberly	1		
McClain, Mr. J. W.	2		3 Calendars
McClain, Mrs. J. W.	9		
McGowan, Mrs.	4		
Mara, Thomas	14		
Mason, Mrs. Sue	4		
Menefee, George	1		
Miller, Mrs. Fannie	1		
Missouri, University of		3	
Missouri, University of Agricultural experiment Station		2	
Missouri Valley College		2	

Lake Mohonk Conference on International Arbitration		1	
Montgomery, Mr. J. T.	1		
Montgomery, Mrs. John	1		
Morey, Major A. P.			5 maps
Newell, Mrs. C. E.	9		
Pennsylvania Prison Society		1	
Pennsylvania Society to protect children from cruelty		1	
Peoria (Ill) Public Library		1	
Powers, E. L. Co			Magazines
Ready, John T.	1		
Rockwell, Mrs. C. H.	3		
Ross, Mrs. C. E.	6		
Ryan, Dora	1		
St. Joseph (Mo.) Public Library.		2	
St. Louis Mercantile Library Association		1	
St. Louis Public Library		4	
Santa Fe. R. R.	1	1	
Schaeffer, Mrs. G. A.	1		
South East School Teachers	1		
Simonds, Mrs. G. B.	13		
Skelley, Mr. J. W.		13	
Smith, Miss Gertrude	2		
Smith and Cotton, Mesdames	30		
Steele, Mrs. W. D.	3		
Stevens, Mrs. Elizabeth	8		

Swartz, Mrs. Theodore	2		
Syracuse Society for prevention of cruelty to children		1	
Taylor, Mr. C. F	1		
Thomas, Dr			Magazines
Tiede, Mrs. O. H			Magazines
Titsworth, Mrs. R. F			Magazines
True, Mr. Leslie	2		
Tuley, Mrs			Magazines
Unknown		1	
United States Government	138	255	
Waldman, Rosa	4		
White, James T. and Co, publishers, N. Y	1		
Wisconsin Free Library Com		2	
Yeater, Mr. C. E	1		
Total	363	308	

List of Periodicals

On File in the Reading Room.

DAILY.

Chicago Record-Herald,
Kansas City Star,
*Kansas City Times,
St. Louis Globe-Democrat,
St. Louis Republic,
*Sedalia Daily Capital,
*Sedalia Daily Democrat,
*Sedalia Daily Sentinel,

WEEKLY.

Collier's Weekly,
Harper's Weekly,
Independent,
Judge,
*Lexington News,
Life,
Living Age,
*Lutheran Witness,
Musical Leader,
New York Sunday Herald,
Public Opinion,
Puck,
*Rosa Pearle,
Scientific American,
Scientific American Supplement,
*Sedalia Journal,
U. S. Patent Office Gazette,
Youth's Companion.

SEMI-MONTHLY

Dial,
*Der Lutheraner
*Intelligence

MONTHLY.

American Monthly Review of Reviews,
Nineteenth Century,
*Normal Instructor,

Atlantic Monthly,
*Blacksmith's Journal,
Bookman,
*Brotherhood of Locomotive Firemen's Magazines,
Century,
*Christian Science Journal,
Cosmopolitan,
Critic,
Cumulative Index,
Engineering Magazine,
*Four Hundred,
Frank Leslie's Popular Monthly,
Harper's Monthly,
*Journal of Zoophily,
Ladies' Home Journal,
Library Journal,
*Literary News,
McClure's Magazine,
Magazine of Art,
Missionary Review,
Munsey's Magazine,
.....
.....
North American Review,
*Our Animal Friends,
*Our Dumb Animals,
Outing,
Perry Magazine,
Photo Miniature,
Popular Science Monthly,
Public Libraries,
St. Nicholas,
Scribner's Magazine,
*Southern Field,
Success,
*Sunset,
*Traveller's Record,
*U. S. Consular Report,
*U. S. Dept. of Agr. Climate and Crop Service Report,
*U. S. Monthly Summary of Commerce and Finance
*U. S. Public Document Catalogue,
*Witness,
Womans Missionary Friend
*World's Events,
World's Work.

QUARTERLY.

Forum,
*Single Tax Review,

K. C. Public Library Quarterly.

*Gifts.

Library Property.

REAL ESTATE—Lot and Library Building.

PERSONAL PROPERTY—Thirteen tables 3x8, five tables 2x3, two tables 3x4, four tables 3x6, one table 4x10, one table 2x2, 89 Bentwood chairs, four revolving chairs, fourteen oak chairs, twenty-one leather back chairs, fourteen newspaper files, newspaper rack, two magazine racks, three bulletin boards, three card catalog cases with cupboard bases, four thermometers, three cork carpets, loan desk, counter, charging-card file case, two waste paper baskets, seven stools, two benches, newspaper file case, letter press, thirteen potted plants, 102 flower pots, perforating stamp, letter file case, one map of Pettis County, one U. S. map, card file case, desk, hat rack, lawn mower, hammer, 200 feet of hose, shovel, rake, water cooler, two umbrella stands, six mats, one rug, one roller top desk, one movable book case, type-writer, chest of drawers, one book truck, 139 framed pictures, fourteen unframed mounted pictures, scythe, hatchet, pocket level, file, whet stone, axe, two sprays, three screw drivers, one mop, two dusters, one chamois skin, three pails, three brushes, one ladder, two step ladders, brace and bit, wheel-barrow, five brooms, fish globe, six fish, one foot rest.

MONEY COLLECTED AT THE LIBRARY.

1902-1903	Fines	Postal Cards	Reader's Cards	Lost books	Catalogs	Gifts	Total
May	$ 10.90	$.63	$	$	$	$	$ 11.53
June	11.87	.36	.30	.75			13.28
July	9.12	.35	.20		5.10		14.77
August	10.00	.34	.20		3.90		14.44
September	13.05	.48			1.50		15.03
October	10.88	.17	.30		2.20		13.55
November	9.06	.39	.30		1.60		11.35
December	12.06	.17	.10		1.20	2.00	15.53
January	11.56	.55	.70	4.45	1.70	.75	19.71
February	8.55	.26	.10	.50	1.50		10.91
March	9.79	.27	.30	.40	.30		11.06
April	8.28	.07	.10	1.25	1.30		10.98
Total	125.10	4.04	2.60	10.10	20.30	2.75	162.14

DUPLICATE RENTING COLLECTING.

Income from 24 books circulated at five cents with fines added	$40.98	
Balance from last year	8.80	
Gift for Fund	2.00	
Total		$51.78
Disbursements for books for this collection and for the Library	43.77	
Balance on hand	8.01	

Report of Finance Committee.

SEDALIA, MO., May 1, 1903.

To the President and Directors of the Sedalia Public Library:

We hereby present to you the Annual Financial Report, showing receipts and disbursements for the year ending April 30, 1903.

RECEIPTS.

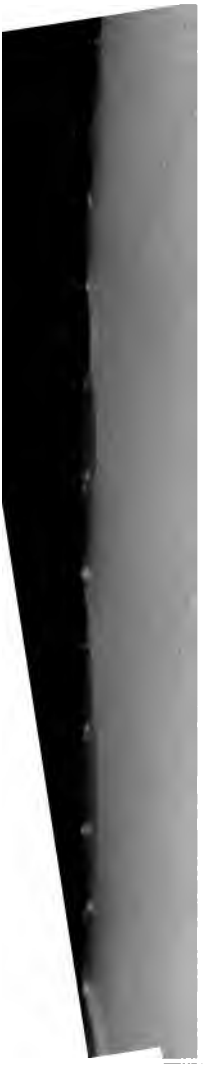
April	Revenue.....	$ 224.12	
May	"	138.43	
June	"	78.74	
July	"	73.64	
Aug.	"	96.15	
Sept.	"	121.52	
Oct.	"	153.35	
Nov.	"	307.65	
Dec.	"	2388.12	
Jan.	"	674.80	
Feb.	"	314 41	
March	"	240.59	
Total Revenue from City....			$4811.52
May	Fines.....	$ 11.53	
June	"	13.28	
July	"	14.77	
Aug.	"	14.44	
Sept.	"	15.03	
Oct.	"	13.55	
Nov.	"	11.35	
Dec.	"	15.53	
Jan.	"	19.71	
Feb.	"	10.91	
March	"	11.06	
April	"	10.98	
Total Fines.....		$ 162.14	
Subscription		45.00	
Total money received.....			$5018.66
Balance on hand May 1, 1902.....			1045.72
Total.....			$6064.38

DISBURSEMENTS.

Librarian's Salary	$ 900.00	
Assistant Lib. Sal..	360.00	
" " " ..	300.00	
Janitor's Salary.....	360.00	
Total Salaries.....		$1920.00
Interest.....	$ 157.23	
Insurance.....	120.00	
Supplies.....	129.27	
Repairs.....	154.78	
Printing.....	184.35	
Electric Lights.....	174.39	
City Steam Heat..	232.92	
Lawn and Trees..	118.45	
Ice.....	23.45	
Total Incidental Expenses..		$1294.84
New Books.....	$ 420.42	
Periodicals.....	121.15	
Binding Books.....	73.25	
Total for Books and Bind..	$ 614.82	
Total Expense.....		$3829.66
Amount paid on Indebtedness		1000.00
Total.....		$4829.66
Balance on hand May 1, 1903.....		$1234.72
Total.....		$6064.38

W. B. MACKEY,
TERESA M. BURROWES,
Committee on Finance.





Ninth Annual Report

—OF THE—

Board of Directors

—OF THE—

Public Library

—OF—

Sedalia, Missouri,

Fiscal Year Ending April 30, 1904.

PUBLIC LIBRARY
P 175334
ASTOR, LENOX AND
TILDEN FOUNDATIONS
1903

Sedalia Public Library.

OFFICERS.

President, - - - - Lee Montgomery,
Vice-President, - - - - W. B. Mackey,
Secretary, - - - - - W. O. Stanley.

DIRECTORS.

Term Expires 1905.	Term Expires 1906.	Term Expires 1907.
W. B. Mackey,	Teresa M. Burrowes,	W. O. Stanley,
Helen G. Steele,	Lee Montgomery,	C. E. Messerly,
Gertrude C. Smith,	Dr. George E. McNeil.	C. E. Yeater.

COMMITTEES.

BOOKS.

Chas. E. Yeater, Gertrude Smith, Dr. Geo. E. McNeil.

FINANCE.

W. B. Mackey, Gertrude Smith, Teresa M. Burrowes.

EXECUTIVE.

Lee Montgomery, W. O. Stanley, Chas. E. Messerly.

COMPLAINTS.

W. O. Stanley, Helen G. Steele, Teresa M. Burrowes.

BUILDING AND GROUNDS.

Chas. E. Messerly, Chas. E. Yeater, Helen G. Steele.

NEWSPAPERS AND PERIODICALS.

Dr. Geo. E. McNeil, Helen G. Steele, W. B. Mackey.

Faith E. Smith, Librarian;
Marguerite McDaniel, First Assistant;
Ada Lee Griffith, Second Assistant.

Ninth Annual Report

—OF THE—

Sedalia Public Library.

SEDALIA, Mo., June 7th, 1904.

To the Mayor and City Council of Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472, of the Revised Statutes of Missouri, of 1899, which provides that the Directors of the Public Library shall make, on or before the second Monday in June of each year, an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the Directors of the Sedalia Public Library at a meeting on June 7th, 1904, ordered that the annual reports of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30th, 1904. These reports are accordingly herewith respectfully submitted.

LEE MONTGOMERY,
President of Board of Directors.

W. O. STANLEY,
Secretary.

Report of the President.

SEDALIA, Mo. May 1st, 1904.

To the Board of Directors of the Sedalia Public Library:

Pursuant to our By-Laws, I submit herewith my report as president of this Board for the fiscal year, ending with the month of April last.

The Board entered upon the last year's work with an established system of internal administration, which was as nearly perfectly adapted to existing needs and conditions as we were capable of devising in the light of past experience and with the aid of a trained librarian qualified by special professional education. Furthermore, a well defined and judicious financial policy had been previously inaugurated, and was being consistently adhered to. In addition, we had a corps of intelligent and industrious employees. Since the beginning of the last fiscal year conditions have not materially changed. No unforeseen event has given rise to new problems. We have consequently had little to do this year but to steer by the chart in familiar channels. No radical changes have been made; few important innovations have been introduced. Therefore, this report may be full and at the same time brief.

During the year we paid off $900 of our debt, leaving a balance of $1,600.00, which will, according to our present plans, be wiped out in less than two years. We have been able to buy more books this year than in any previous year, and have at the same time added a larger proportion of books of lasting value to the library. These results have been partially due to the fact that we have secured our supply of current fiction at a comparatively small cost through the Bodley Club Library—for the details of which plan see the Librarian's report—and partially due to the judicious manner in which the Book Committee has expended the funds set apart for the purchase of books. We have not yet been able to meet the public demand for new books, but two years hence, with our same income, we will be able to spend two and one-half times as much money for books as we have spent this year.

The Board has been subjected to criticism, because of the fact that about forty per cent. of the income of the Library is annually expended for salaries. This matter has had careful consideration, and your president is fully convinced that our library can not give the public the service it now gives, nor the service which it ought to give, for less money. The usefulness of a Library to the public depends very largely upon

the work of the Librarian and her assistants. The duties performed by them are such as require a broad acquaintance with literature, a large amount of professional knowledge, besides tact, judgment and industry. It is impossible to care for our building, to keep it open to the public all day and until nine o'clock at night, to properly care for and catalogue the books, and to furnish intelligent and effective assistance to those who inquire for books and information, with a smaller or cheaper corps of employees.

The only change in our staff during the year was occasioned by the resignation of Miss Blanche Imhoff, and the election of Miss Ada Lee Griffith as an assistant to the Librarian.

The Library is becoming each year a greater educational agency in the community. Besides sending nearly 40,000 books into the homes of Sedalia during the past twelve months, our reference books have been more largely used by students, young and old, and our reading and study rooms more frequented by the public than ever before. As our Reference Library grows, we are offering larger facilities to students and greater encouragement to research.

In closing my term as President, I desire to express my gratification with the work that the Board



has accomplished during the year and my appreciation of the kindly treatment that I have had from each of you.

Respectfully submitted,

LEE MONTGOMERY,
President.

STATE OF MISSOURI, }
COUNTY OF PETTIS. } ss.

Lee Montgomery, President of the Board of Directors of the Sedalia Public Library of the city of Sedalia, being duly sworn on his oath, says, that all such parts of the report of the President, Librarian and Finance Committee for the year ending April 30th, 1904, as relate to receipt or expenditure of money, as well as the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge and belief.

LEE MONTGOMERY.

Subscribed and sworn to before me this 7th day of June, 1904.

My commission expires on the 9th day of March, 1907.

H. D. MUIR,
Notary Public for Pettis County, Missouri.

Librarian's Report.

To the Board of Directors of the Sedalia Public Library:—

I have the honor to submit the Ninth Annual report of the condition and work of the Library for the year ending April 30th, 1904:

CONTENTS OF THE LIBRARY.

The last report showed a total of 4881 catalogued books in the Library. Since then, there have been added:

By purchase	781
By gift, (including U. S. documents)	307
By binding	43
By exchange	2
By transfer from duplicate rental collection	23
By books reported last year as lost and since found	3
Total	1159
Deductions made during the year:	
Charged, but not returned	4
Lost and paid for	8
Not found in inventory	10
Worn out	162
Destroyed because of contagion	2
Total withdrawn	186
Balance on hand April 30, 1904.	5,854



Of the books lost and paid for by readers, three had been infected by the contagious diseases, and were not returned to the Library. Two books were burned at the Library.

A thorough fumigation was applied to all children's books, and to any books suspected of being in houses where there were contagious diseases.

Of the 1,159 books added, 1,060 have been catalogued. Not all the government publications have been entered on cards, because it is hoped that we may in the near future obtain cards from the government.

ADDITIONS BY CLASSES.

Fiction	219
General	62
Philosophy	13
Religion	40
Sociology	48
Language	8
Science	53
Useful arts	45
Fine arts	40
Literature	78
History and travel	185
Biography	128
Juvenile classed books	65
Juvenile fiction	76
Total	1,060

Noteworthy purchases of the year are:

New International Cyclopedia, 17 vols.

Sparks—Library of American Biography, 25 vols.

Lydekker—New Natural history, 12 vols.

Stoddard—Lectures, 12 vols.

International library of technology, 4 vols.

Allibone—Critical dictionary of British and American authors, 5 vols.

Pike—Expeditions to the head waters of the Mississippi, 3 vols.

Many of the books purchased during the year, are not such as will be called for immediately, but they have helped to build up the weak places, and to make the library more satisfactory for study as well as for recreation.

BODLEY CLUB SERVICE.

In order that more money might be spent for books of permanent value, very little fiction has been purchased during the year. To partially meet the demand for current fiction, the Library adopted for a year, January-December, 1904, the Bodley Club plan. By paying $100 a year we receive from the Bodley Club Library in Philadelphia, 100 books at the beginning of the year and these may be exchanged as often as we wish, the Library paying freight both ways. Our



patrons have been very pleased with these books, because in this way we have been able to provide more of the recent fiction than otherwise would have been possible. When the books are no longer popular they are returned, and more recent ones received in their places.

GIFTS AND LOANS.

Special mention is due Hon. John D. Russell, for his gift of the Sedalia Democrat for the years 1871-1882, 1884, 1885.

Our senators and representatives in the United States Congress have been very kind in complying with the requests of the Library to obtain government documents for it.

The Department of Agriculture has sent to the Library printed author and subject cards, indexing the publications of that Department. These cards will be of great assistance, directing to valuable material on agricultural subjects. Already 859 of these cards have been added to the catalogue, and several hundred more are to be added.

Publishers of the Sedalia papers have very kindly supplied the Library with files of their papers and have printed information concerning the Library each week.

Mrs. E. A. Wood has loaned for an indefinite

period two tall vases of Carrara marble. They adorn the Art room.

Dr. George E. McNeil has loaned to the Library an interesting collection of curios from the Orient. These have been on display in the children's room and have attracted considerable attention. His collection of framed photographs of scenes in Greece, Rome and Egyt, and about five hundred souvenir postal cards have been exhibited in the rooms upstairs.

Acknowledgment is also due to Mr. R. L. Leaming for Indian relics loaned for the Children's Story hour last summer, and for an almost constant supply of flowers from early spring through late Autumn.

A list of donors is appended to this report.

CIRCULATION. The Library has been open for circulation of books 308 and two-thirds days. The total circulation is 38,511, an average of 124 books a day. A table giving the circulation for each month in each class is appended to this report.

The fact that the circulation has decreased since last year, may be due to unknown causes. That the decrease in January, February and March is due largely to fear of scarlet fever is without doubt. An increase in reference use of the Library among school



students, may have also caused a decrease in circulation of books for home use.

REGISTRATION. Six hundred and ninety-eight readers have been added during the year; 175 have left town, leaving a present total of 3305. Of these 214 readers are from the country or from other towns in the country, and they are among the most appreciative patrons.

The number of readers added this year, when compared with the number last year, (1,120), may indicate that the increase is not as large as before. But in the report last year were included those who had been patrons of the old Library, but had re-registered in the new Library. Practically all who have been registered this year are new readers.

READING AND REFERENCE ROOM. Two hundred and forty volumes are now on the reference shelves where they may be freely consulted by everyone. Eighty magazines and newspapers are on file in the reading room. There has been a marked increase in the reference use of the Library during the past year, although we have no statistics to prove it. High school students have learned to use indexes and to find books for themselves. Suggestions for essay subjects were posted on the bulletin board for

the benefit of students, and these suggestions have proved helpful.

WORK WITH THE SCHOOLS. In the fall the Librarian visited the Southeast school and talked to the children about taking care of books. The teachers have reported good results among the children in their treatment of books. Special efforts have been made by Miss Shaeffer, principal of this school, to induce the children to read. Books have been taken from the Library to the school and circulated there among the children.

Books too worn to be either circulated or rebound, have been given to Northeast, Southeast and Prospect schools, and have given much pleasure to the children.

Compositions on Abraham Lincoln, done by children in the different rooms of the several schools, were exhibited at the Library in March.

STORY HOUR. During July and August, when the children were not in school, a "Story Hour" was held each week at the Library. Miss Grace Campbell and Mrs. W. D. Steele, very kindly came to the Library and entertained the children at different times. One week stories were taken from mythology, another week they concerned horses, another Indians. Each time the bulletin board was decorated with pic-



tures concerning the subject to be talked of that day. Mrs. Steele held the children with rapt attention while she told them of her travels in the orient and illustrated her talk with pictures and curios. The attendance ranged from 50 to 125, and the circulation on these days was greatly increased.

PICTURE BULLETINS.

The picture bulletins in the reading room, children's room and delivery hall have attracted considerable attention. Those illustrating Hallowe'en, Thanksgiving, Christmas, Russian—Japanese affairs, Louisiana Purchase and World's Fair have been of special interest. Lists of books and articles on those subjects were used extensively.

CIRCULATION OF MAGAZINES.

A new departure was made in March, 1904, and duplicates of some of the popular magazines were bought, placed in binders and circulated as books. Those now in circulation are: Century, McClure, Harper, Review of Reviews, World's Work and Scribner. They are loaned for five days at a time, and they have been appreciated by the patrons.

PRINTING AND BINDING

A supplement to the finding list has been printed during the year containing books added to the Library from June, 1902, to October, 1903.

All purchased books as well as gifts have been printed in the Sunday papers from week to week, as received.

Forty-three volumes of magazines have been bound during the year, and one hundred and sixteen books have been rebound.

PAMPHLETS AND NEWSPAPER CLIPPINGS.

During the year 364 pamphlets have been classified, and these with 1235 mounted newspaper clippings have been placed in the order of the classification on shelves by themselves.

They have been of good service in work with pupils from the grades and the high school.

MISSOURI LIBRARY ASSOCIATION.

Through the kindness of the Library Board, the Librarian and Second Assistant, Miss Griffith, attended the meeting of the Missouri Library Association, held at St. Joseph in October. The meeting was a benefit to both, and it is hoped that suggestions received there, and later adopted here, have been a benefit to the Library also.

DUPLICATE COLLECTION.

Thirty-one books of fiction have been rented during the year for five cents for five days. They were bought at a cost of $31.06 and the proceeds from these books



amounted to $43.06. This has been re-invested for fiction for the general library and for duplicates for rental.

LIBRARY SERVICE.

Miss Blanche Imhoff, first assistant, resigned June first, and Miss Marguerite McDaniel was made first assistant in her place. Miss Ada Lee Griffith was elected second assistant. Miss Helen McGowan served as an apprentice during the winter. The service has been faithful and efficient.

Thanking the members of the board of Directors for their interest and hearty co-operation, I remain

Very respectfully,

FAITH E. SMITH,

May 13, 1904. Librarian.

CIRCULATION.

	1903								1904				
	May	June	July	August	September	October	November	December	January	February	March	April	Total
General			1				1			4	...31	...29	66
Philosophy	...11	...16	...22	...10	...21	...18	...16	...14	...24	30	...15	18	...215
Religion	...18	...16	...23	...22	...20	...29	...36	20	...29	28	...11	...23	...275
Sociology	9	...11	...18	...16	7	...15	...16	21	...32	38	...51	...29	...263
Language												1	1
Science	...14	...10	...18	6	9	...11	8	...13	...14	13	...14	...22	...152
Useful Arts	1	7	7	7	6	...13	...13	...10	...14	16	...12	8	...114
Fine Arts	9	5	...14	8	6	...31	29	...12	20	22	...34	...23	...213
Literature	...49	...42	...44	...39	...43	...81	86	...71	..107	..105	..119	...85	...871
History and Travel	.. 42	...61	...85	...80	...71	...71	..108	...95	..138	..144	..155	...89	..1139
Biography	...24	...22	...41	...33	...41	.. 44	61	...38	..100	86	...71	.. 50	...611
Fiction	1812	2029	1851	1910	1938	1892	1942	1764	2144	2266	2329	2118	23995
Juvenile	..819	1015	..932	..936	..744	..761	..872	..808	..909	..890	1006	..904	10596
Total	2808	3234	3056	3067	2906	2966	3188	2866	3531	3642	3848	3399	38511

List of Periodicals

On File in the Reading Room.

DAILY.

Chicago Record-Herald.
Kansas City Star.
*Kansas City Times.
St. Louis Globe-Democrat.
St. Louis Republic.
*Sedalia Daily Capital.
*Sedalia Daily Democrat.
*Sedalia Daily Sentinel.

WEEKLY.

*American Baptist Flag.
*Appeal to reason.
Collier's Weekly.
Harper's Weekly.
Independent.
Judge.
*Labor.
*Lexington News.
Life.
Living Age.
*Lutheran Witness.
*M. S. U. Independent.
Musical Leader.
Nation.
New York Herald.
Public Opinion.
Publisher's Weekly.
Puck
*Rosa Pearle.
Saturday Evening Post.
Scientific American.
Scientific American Supp.
*Sedalia Journal.
*U. S. Pat. Office Gazette.
Youth's Companion.

SEMI-MONTHLY.

Dial.
*Der Lutheraner.
*Intelligence.

MONTHLY.

American Monthly Review of Reviews.
Atlantic Monthly
Nineteenth Century.
*Normal Instructor.
North American Review.

Birds and nature.
Bookman.
*Brotherhood of Locomotive Firemen's Magazine.
Cassell's Magazine of Art.
Century.
*Christian Science Journal.
Cosmopolitan.
Critic.
Cumulative Index.
Engineering Magazine.
*The "400."
Harper's Magazine.
*Journal of Zoophily.
Ladies' Home Journal.
Leslie's Popular Monthly.
Library Journal.
*Literary News.
McClure's Magazine.
Masters in Art.
Missionary review of the World.
Munsey's Magazine.
*Our Animal Friends.
*Our Dumb Animals.
Outing.
Perry Magazine.
Photo Miniature.
Popular Science Monthly.
Public Libraries.
*St. Louis Public Library Bulletin.
St. Nicholas.
Scribner's Magazine.
Success.
*U. S. Consular Report.
*U. S. Dept. of Agr. Climate and Crop Service Report.
*U. S. Public Document Catalogue.
*Witness.
*Women's Missionary Friend.
*World's Events.
World's Fair Bulletin.
World's Work.

QUARTERLY.

*Bulletin of Bibliography.
Forum.
*Kansas City Public Library Quarterly.
*Single Tax Review.

*Presented.



List of Donors.

	Vol.	Pam.	Miscellaneous.
Allegheny (Pa.) Carnegie Free Library		1	
American society for the prevention of cruelty to animals		1	
Beiler, Miss Mabel	25		
Bertche. Mrs			Magazines
Blair, Miss Jessie	11		
Cain, Mrs. R. F			Magazines
Carnegie, Mr. Andrew	1		2 Facsimiles
Carr, Mrs. R. W	47		Magazines
Chicago (Ill.) Public Library	1		
Chickering & Sons	1		
Cockrell, Senator F. M	8		
De Pauw University		1	
Dunlap, Miss Ina			Magazines
Enoch Pratt Free Library		1	
Erie (Pa.) Public Library		1	
Evans, Dr. W. H			Magazines
Evanston (Ill.) Free Public Library		3	
Fleischmann, Dr. A. T	3		
Garrett, Mrs. Cameron			Magazines
Goodwin, J West		1	
Guenther, Mrs. F. H	8		
Hamlin, Hon. C. W	3		

	Vol.	Pam.	Miscellaneous.
Harbaugh, Mrs			Magazines
Harper Bros	1		
Heard, Mr. J. T	21		
Heise, Mrs	1		
Hepburn, Mr. A. B.	1		
Holland, Harry	2		
Hopkins, Mr. J. H	1		
Hoye Directory Co	2		
Ingraham, Mr. W. C			Magazines.
Johnson, Mrs. Johanna	31		
Leaming, Mr. R. L			Flowers.
McCluney, Mrs. T. P	1		
McNeil, Dr. G. E	1		
Martin, Mr. E. D., Marshall, Mo.	3	5	
Menefee, George	1		
Michigan State Library	1		
Missouri Agricultural Experiment Station		5	
Missouri Humane Society for the prevention of cruelty to children and animals		1	
Missouri, Secretary of State	1		
Missouri, University of the State of		2	
Missouri Valley College		1	
Mohonk Lake Arbitration Conference		1	
Montgomery, Mr. John	24		



	Vol.	Pam.	Miscellaneous.
Montgomery, Mr. Lee			2 maps.
Musselman, Mrs. H. C			Plant.
New York Society for the Prevention of Cruelty to Children		1	
Newell, Mrs	2		
Oklahoma City Carnegie Public Library	1		
Patterson, Shelley	1		
Peoria (Ill.) Public Library		1	
Pettis County, Circuit clerk	2	1	
Phaling, Edward	2		
Porter, Mrs. Damon	1		
Royal Society for the Prevention of Cruelty to Animals.		1	
Russell, Hon. J. D	27		
Stanley, Mrs. A. D			Magazines.
St. Joseph, (Mo.) Free Public Library		2	
St. Louis Mercantile Library Association		2	
St. Louis Public Library		4	
Schupp, Willie	1		
Scott, W. D., Supt. of Immigration, Ottawa, Canada		1	
Settles, Anna	1		
Smith & Cotton, Mesdames			Maps & Land Grants
Stearns, Mrs	1		

	Vol.	Pam.	Miscellaneous.
Steele, Mrs. W. D			Magazines.
Titsworth, Mrs. R. F			Magazines.
U. S. Government	70	178	Four Folios.
U. S. Dep't. of Agriculture			Index cards.
Van Antwerp, Miss Hattie			Magazines.
Vest, Senator G. G	2		
Waldman, Rosa	2		
Wallace, Mrs. C. B		1	
Waltham, (Mass.) Public Library		7	
Warrensburg State Normal School		1	
Washington University Association, St. Louis, Mo		1	
Wisconsin Free Library Commission		2	
Wolfe, Charles	1		
Women's Penn. Society for the Prevention of Cruelty to animals		1	
Yeater, Mr. C. E		2	
Yeater, Mrs. C. E			Magazines.
Zoll, Frank	2		
Total	307	240	



MONEY COLLECTED AT THE LIBRARY.

1903–1904.	Fines	Postal Cards	Reader's Cards	Lost Books	Catalogs	Total
May	$ 13.73	$.08	$.40	$.....	$.30	$ 14.51
June	15.61	.27	.40	1.05	.40	17.73
July	10.93	.33	.50	1.00	.60	13.36
August	12.04	.09	.30	1.30	.40	14.13
September	11.32	.36	.60	1.00	.70	13.98
October	12.00	.09	.30	.65	.60	13.64
November	13.56	.26	.50	2.15	.70	17.17
December	14.29	.12	.30	1.30	.40	16.41
January	10.62	.43	.20		1.00	12.25
February	11.32	.12	.40		.75	12.59
March	10.16	.22	.60		.15	11.13
April	16.08	.17	.30	2.93	.40	19.88
Total	$151.66	$2.54	$4.80	$11.38	$6.40	$176.78

Report of Finance Committee.

SEDALIA, MO., May 1, 1904.

To the President and Directors of the Sedalia Public Library:

We hereby present to you the Annual Financial Report, showing receipts and disbursements for the year ending April 30th, 1904.

RECEIPTS.

April Revenue	$	95 22
May "		113 85
June "		106.00
July "		60.07
August "		69.68
Sept. "		128 87
Oct. "		146 58
Nov. "		539 84
Dec. "		2424.08
Jan. "		611.84
Feb. "		287.32
March "		177.29
Total Revenue from City		$4760.64
May Fines	$	14.51
June "		17.73
July "		13.26
August "		14.13
Sept. "		13 98
Oct. "		13.64
Nov. "		17.17
Dec. "		16 41
Jan. "		12.25
Feb. "		12.59
March "		11.13
April "		19.88
Total Fines	$	176 78
Total Revenue		$4937.42
Balance on hand May 1st, 1903		$1234.72
Total		$6172.14



DISBURSEMENTS.

Librarian's salary		$900.00
Assistant librarian's salary		360.00
Assistant librarian's salary		300.00
Janitor's salary		395.00
Total Salaries		$1955.00
Interest	$131.25	
Insurance	114.00	
Supplies	179.53	
Repairs	44.90	
Printing	96.65	
Electric Light	159.90	
City Steam Heat	338.31	
Lawn and Trees	18.25	
Ice	17.10	
Total Incidental Expense		$1099.89
New Books	$832.15	
Periodicals	152.60	
Binding Books	91.96	
Total for Books and Binding		$1076.71
Total Expense		$4131.60
Amount paid on Indebtedness	900.00	
Total		$5031.60
Balance on hand May 1, 1904	1140.54	
Total		$6172.14

W. B. MACKEY,
Chairman Finance Committee.

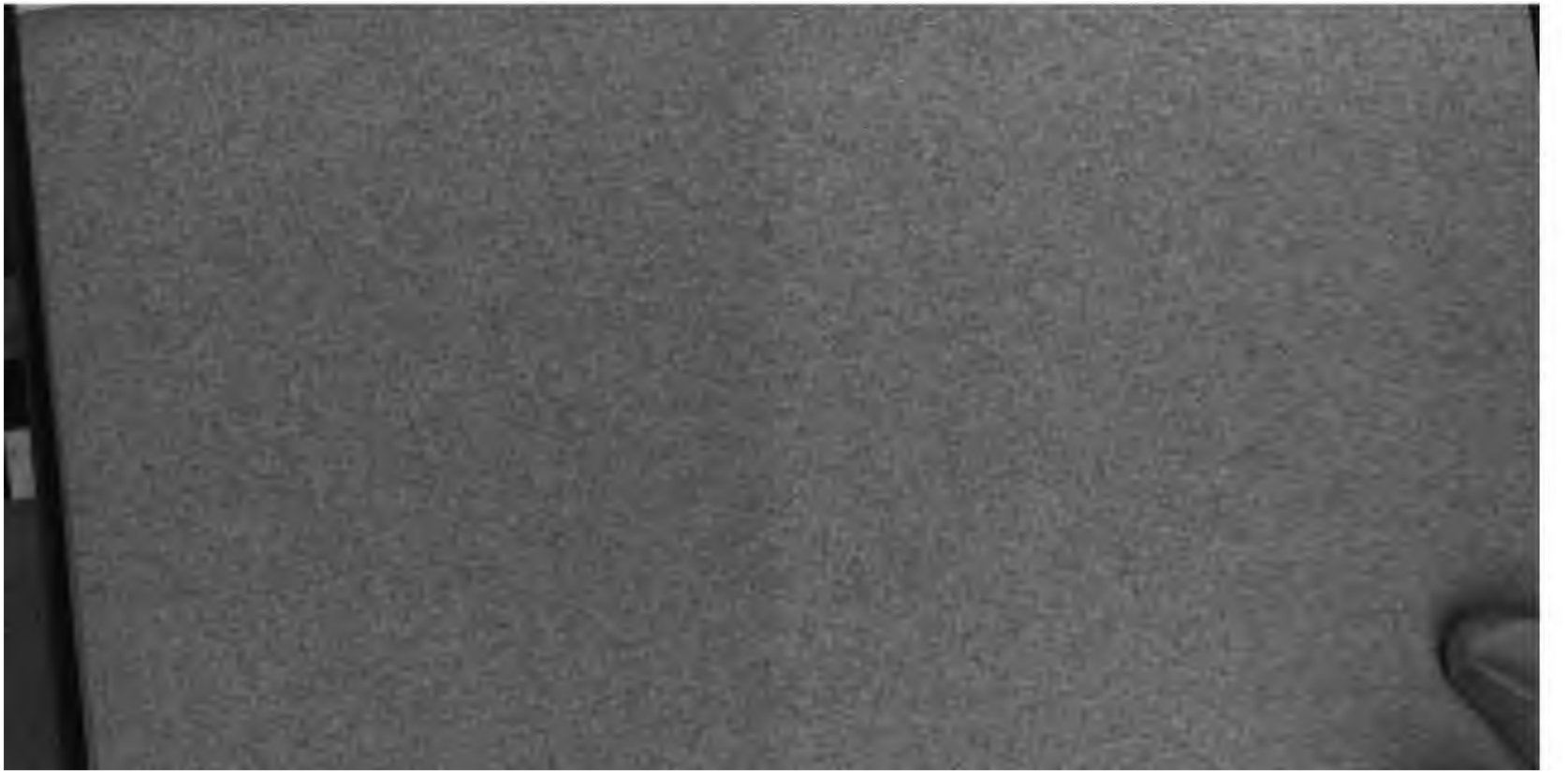


Sedalia
Public
Library.



Tenth
Annual
Report.
1905.

PUBLIC LIBRARY
P 170.55



TENTH ANNUAL REPORT

—OF THE—

Board of Directors

—OF THE—

Sedalia Public Library,

—FOR THE—

Fiscal Year Ending April 30, 1905.

SEDALIA, MO.:
The Goodwin Publishing Company.
1905.

THE NEW YORK
PUBLIC LIBRARY
P 175335
ASTOR, LENOX AND
TILDEN FOUNDATIONS

Sedalia Public Library.

OFFICERS.

President, - - - -	Lee Montgomery,
Vice-President, - - - -	C. E. Messerly,
Secretary. - - - - -	W. O. Stanley.

DIRECTORS.

Term Expires 1906	Term Expires 1907.	Term Expires 1908.
Teresa M Burrowes,	W. O, Stanley,	G. H Scruton,
Lee Montgomery,	C. E. Messerly,	Helen G Steele,
Dr. George E. McNeil.	C. E. Yeater.	Gertrude C. Smith.

COMMITTEES.

BOOKS.

Chas. E. Yeater,	Gertrude C. Smith.	Dr. Geo. E. McNeil.

FINANCE.

W. O. Stanley.	Gertrude C. Smith,	Teresa M. Burrowes.

EXECUTIVE.

Lee Montgomery,	W. O. Stanley,	Chas. E. Messerly.

COMPLAINTS

G. H. Scruton,	Helen G. Steele,	Teresa M. Burrowes.

BUILDING AND GROUNDS.

Chas. E. Messerly,	Chas. E. Yeater,	Helen G. Steele.

NEWSPAPERS AND PERIODICALS

Dr. Geo. E. McNeil,	Helen G. Steele.	G. H. Scruton.

Faith E. Smith, Librarian :

Marguerite McDaniel First Assistant :

Marguerite Curran, Second Assistant.

Tenth Annual Report

—OF THE—

Sedalia Public Library.

SEDALIA, Mo., June 12, 1905.

To the Mayor and City Council of Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472, of the Revised Statutes of Missouri, of 1899, which provides that the Directors of the Public Library shall make, on or before the second Monday in June of each year, an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library at a meeting on May 15, 1905, ordered that the annual reports of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1905. These reports are accordingly herewith respectfully submitted.

LEE MONTGOMERY,
President of Board of Directors.

W. O. STANLEY,
Secretary.

Report of the President.

SEDALIA, Mo., May 1, 1905.

To the Board of Directors of the Sedalia Public Library:

As required by our by-laws, I submit this report to you of the year closing with the month of April, 1905.

The past year has been one of the most successful years in the history of the Library. Never before have so many reader's cards been in use. More books have been added to the Library and more books taken out on Reader's Cards than in any previous year. A growing taste for better reading is evidenced by the smaller proportion of books of fiction in circulation during the year and the corresponding increase in the circulation of more substantial literature.

These results are partially due to the aggressive policy of the librarian in bringing the Library to the attention of the teachers and children of the public schools, to the addition of a larger proportion of books of enduring value and to judicious suggestions to readers emanating from the distributing desk.

I desire to express to the Board the profound regret which I think all of you share with me in the prospective loss of the services of Mr. W. B. Mackey. He has long been one of the most useful members of this body. He was largely instrumental in getting our

Carnegie Building, and more largely instrumental than any other member in getting a well planned and well built library.

His services as chairman of the financial committee, have been of very great value. The present good condition of our plant, of our administrative system and of our finances is largely due to his untiring energy, his unflagging interest, his resourcefulness, his patient mastery of details and his sound business judgment. He will be greatly missed.

During the year we have paid $800.00 of our indebtedness, leaving a balance of $800.00 which we will pay next year.

The outlook for the future is very bright. With increased revenues and no indebtedness, our Library should continue to grow in value and usefulness to the community.

Respectfully submitted,

LEE MONTGOMERY,
President.

STATE OF MISSOURI, }
COUNTY OF PETTIS. } ss.

Lee Montgomery, President of the Board of Directors of the Sedalia Public Library, of the City of Sedalia, being duly sworn on his oath states:

That the reports of the President, Librarian and finance committee for the year ending April 30, 1905,

as relate to the receipt or expenditure of money, as well as to the number of books on hand, books lost or missing, and books purchased, are true to the best of his knowledge and belief.

LEE MONTGOMERY.

Subscribed and sworn to before me this 15th day of May, 1905.

My commission expires on the 9th day of March, 1907.

H. D. MUIR,
Notary Public.

ACCESSIONS.

Books in Library, May 1st, 1904	**5854**
" added by purchase	645
" " " gift	511
" " " binding	60
" " " transfer from duplicate rental collection	7
" " " exchange	1
" " from collection in Library before re-organization	18
Total number of Accessions	**1242**

DEDUCTIONS.

Books worn out	**107**
" lost by readers and paid for	4
" " " " " not paid for	2
" " from shelves	8
" burned on account of contagion	2
Total	123
Net gain during the year	1119
Total number in Library, exclusive of uncatalogued public documents	6968

ACCESSIONS BY CLASSES.

General	7	History and travel	139
Philosophy	18	Biography	72
Religion	54	Fiction	211
Sociology	31	Juvenile Fiction	76
Philology	2	Juvenile non-fiction	92
Science	21	Reference, including bound magazines not circulated	120
Useful arts	20	Government documents, not catalogued	330
Fine arts	13		
Literature	36		
Total			1242

Report of the Librarian.

To the Board of Directors of the Sedalia Public Library:

Herewith is submitted the tenth annual report of the condition and work of the Sedalia Public Library for the year ending April 30, 1905.

Contents of the Library

A previous page gives a tabulated statement of the number of books received, discarded, lost, and number now in the Library.

The indebtedness of the Library still forbids as large a purchase as we would wish. Yet the money proportioned to book purchasing has been made to reach as far as possible, and nearly 650 books have been purchased at an average cost of less than one dollar per volume, and a large number of these have been encyclopedias and expensive reference books.

A large number of the books purchased were selected from second-hand and clearance catalogues. The following quotation from the bulletin of the American Library Association Committee on Book-Buying will indicate that this has been the policy of other libraries:

"When the American Publishers Association adopted the net price rule, refusing to

Contents of the Library Continued.

supply any booksellers who sold at less than the list price, the libraries found their cherished discounts curtailed and their book bills increased, as they claimed, from ten to thirty per cent. The libraries struck. A committee on book prices was appointed by the American Library Association to act as walking delegates, so to speak, and upon their advice, the libraries bought as few new books as possible. They purchased second-hand books; they took advantage of their right of importing duty free, and got books from England at 20 to 50 per cent. less than the prices of the same books in this country; they replenished their sets of standard novels instead of buying new ones; they bound their periodicals; they bought more technical books and less fiction."

Of the two hundred and eleven volumes of fiction bought during the year, ninety-six were of standard authors, and only sixteen were current books, for which there was an immediate though possibly a short-lived demand. The demand for the latest books has been partially satisfied by the Bodley Club Library Service, for which one hundred dollars a year have been paid for the use of one hundred books at a time, to be exchanged as often as we desired.

Among the notable purchases are:

Encyclopedia Americana, 16 volumes.

Bailey's Cyclopedia of American horticulture, 4 volumes.

Thwaites—Early Western Travels, 12 volumes received.

Malory—La Morte d'Arthur, 3 volumes.

Hall—Adolescence, 2 volumes.

Dickens—Complete works, 30 volumes.

Hugo—Complete works, 16 volumes.

Scott—Waverley novels, 48 volumes.

International Library of Technology, 7 volumes.

Harper's Encyclopedia of U. S. History, 10 volumes.

Gifts.

Madames Smith and Cotton have presented to the Library a collection of books bequeathed to them by Mr. James H. McWilliams, of New York. Among them are Alison's History of Europe in 20 volumes, Marshall's life of Washington in 5 volumes, Hildreth's History of the United States, in 6 volumes, Channing's Works in 6 volumes, and other works of value.

Mrs. Philip Scheer gave a large German Bible, Martin Luther's Translation, printed in 1736.

Senator Cockrell has sent to the Library

eighty-five volumes of government documents mostly volumes of the Congressional record.

The Women's Relief Corps on Arbor Day presented to the Library a bunting flag, six feet by nine.

To the Century Company, New York, we are indebted for printing 500 book marks, with suggestions on the care of books, written in story form for children.

We herewith gratefully acknowledge the courtesy of the Sedalia Capital, Democrat, Sentinel and Rosa Pearle in sending their papers to the Library during the entire year.

Circulation.

The circulation of books for home use was 41,590, an increase of 3079 over last year. The Library has been open for circulation 304 days during the year, with an average circulation of 137 books per day.

The largest circulation for one day was 378, which occurred February 4. The largest monthly circulation was for March, 4407.

The number of children's books circulated was 12,249, 29 per cent. of the total. The circulation of fiction was 59 per cent.

A table of the circulation for each month and each class is appended to this report.

Registration.

The new readers receiving cards during the year numbered 742. Of this number 55 were from Pettis county outside of Sedalia, and 237 were children. Ten readers have died during the year, and 115 have left the city, leaving a present total of 4014. The total number of children drawing books from the Library is 1040, and the total number of readers from the country and small towns in Pettis county is 265.

Reading and Reference Room.

New shelves have been placed in the reading room and the bound volumes of the magazines have been moved into this room, where they may be consulted at any time.

There are 264 reference books and 218 bound magazines on open shelves in the reading room. The list of current magazines and newspapers on file is appended to this report.

Greater independence and ability to use the indexes and to find material for themselves has been noticed among those who use the reading room, especially among the pupils from the schools.

Binding.

One hundred and thirty-six books have been re-bound during the year, and sixty volumes have been bound. This by no means fulfills the need. There are now more

than one hundred books and two hundred and fifty magazines waiting to be bound. An average of twenty books are mended each day at the library.

Arbor Day. During the winter Mr. J. H. Bothwell offered to give to the Library two trees to be planted on the lawn. In planning for the planting, it seemed an opportune time to prepare for ceremonies to commemorate the event. The first Friday after the first Tuesday in April is designated by law in Missouri as Arbor Day, and the exercises were held in the afternoon of this day on the Library lawn. Professor G. V. Buchanan, superintendent of the public schools, very kindly co-operated, and closed the schools early, that the seventh and eighth grades and high school pupils and teachers of all the grades might attend. Professor Early, teacher of music in the schools, led the High school and grades in singing; the president of the Woman's Relief Corps presented a flag to the Library, and Mr. J. H. Bothwell delivered a short address on trees, after which he gave some practical lessons on tree planting.

Childrens' Department. Believing that the organization of a Library League among the children, would bring about greater care in the handling of books,

the Librarian visited the schools of Sedalia last May and talked to the children about being careful with books, and invited them to join a Library League. They were asked to come to the Library the first Saturday after the close of school, when they would have opportunity to enroll their names and to sign the pledge of the League. The pledge defines the purpose of the organization, and reads :

"We, the undersigned, members of the Library League, agree to do all in our power to assist the Librarian in keeping the books in good condition.

We promise to remember that good books contain the living thoughts of good and great men and women, and are therefore entitled to respect.

We will not handle any library book roughly, carelessly, or with dirty hands, will not mark it, turn down leaves, or injure it in any way.

We will do all in our power to interest other boys and girls in the right care of books, and will report all that we find in bad condition.

When in the Library, we will step softly and move quietly, and try not to annoy other

readers by any unnecessary noise or talking."

One hundred sixty-five names are on the roll, and it is confidently believed that the coming summer will bring many more names.

After the formation of the League, a marked improvement was noticed in the children's manner of caring for the books, and in their behavior in the Library.

The League met once in every two weeks during the summer, and at each meeting stories were told to the children. Mrs. S. G. Mason, who had once been a kindergarten teacher, told the story of Patsy, a kindergarten story. Miss Grace Campbell talked about Japan at one meeting, at another, about the early days of Missouri, and at another gave stories from the "Little Cousin" books. Miss Marguerite Curran told stories from Wagner's operas, and Professor Walter Rautenstrauch gave some interesting accounts of the logging camps in Maine. The attendance ranged from fifty to one hundred and fifteen. On the days of the story hour, the circulation of children's books was much increased.

Picture Bulletins. The bulletin boards have seldom been unoccupied during the year. Besides the lists of new books, picture bulletins have been

prepared on the anniversaries of the year, such as Fourth of July, Hallowe'en, Thanksgiving, Christmas, St. Valentine's Day, Easter; on the birthdays of prominent men, as Washington, Lincoln, McKinley, Hans Christian Andersen, Longfellow, Hawthorne and others; on subjects of current interest, as the death of Henry M. Stanley, Russo-Japanese War, Parsifal, Trees and their care, Tibet, World's Fair. Lists of books have also been published in the newspapers on Africa, Western life, Trees, books for boys and girls, and other subjects. The lists of essay subjects were used extensively by High School pupils.

Work with the Schools.

Early in November invitations were issued to the members of the County Teachers Institute, which was soon to convene in Sedalia, to attend a reception at the Public Library. The invitation was given in order that the teachers who were not accustomed to use the Library, might become acquainted with its resources, and that the teachers in the county outside of Sedalia, might realize that the privileges of the Library were for them as well as for those of the city. The Librarian was invited to read a paper at the Institute, at an hour preceding the reception,

and this opportunity was used to explain the relations of the public library to the schools, and to welcome the teachers to the reception. Punch was served during the afternoon of the reception, and the Library finding lists were given as souvenirs. About one hundred teachers were present. The results of this event have been evident during the entire winter. Sixteen new teachers' cards have been issued, and many of the teachers use their cards, not only for their own study, but also for books to be circulated among the children. A few teachers have used cards belonging to members of their own families, to obtain books for their children and have in this way secured small circulating libraries for their rooms, and these they have exchanged every two weeks. Other teachers have brought their children's cards to the Library and drawn books for them, when they lived too far to come themselves. The teachers have also borrowed pictures from the Library to illustrate their history, geography and essay work.

The Librarian was invited by the Subfreshmen to talk to them about how to use the Library. A few instructions were given in half an hour's talk on how to use the card-

catalogues, indexes, the periodicals and the reference books.

During the fall of 1904, at the request of the Principal of the Broadway school, a list of books on how to live with people, was prepared for each grade, and a copy was sent to each teacher in that school. These lists were used by them in choosing books for their children.

The Librarian was invited to speak at a Mother's meeting held last November at the Southeast School, and this opportunity was used to urge the mothers to take an interest in their children's reading, and suggestions were given concerning books delightful to parents as well as to children.

Books too worn to be circulated at the Library have been gratefully received by the Prospect, Northeast, Southeast and Franklin schools, and have been distributed among the children. Duplicate magazines have also been given to the schools for use in essay work.

Besides these special efforts, continued help has been given to the children in essay work, and to the teachers in finding material that will enhance the interest of the pupils in their studies.

Circulation of Magazines. The circulation of current magazines has been generally pleasing. Two copies each of Harper, Scribner and Century, and one copy of McClure, and one of the Review of Reviews are circulated for home use. At the end of the month, when the new numbers are received, the old numbers are sold to whomever wishes to buy them.

The Staff. September 1st Miss Marguerite McDaniel was granted a leave of absence for ten months to attend the State University, and Miss Ada Lee Griffith resigned in order to attend Missouri Valley College. Miss Grace Campbell and Miss Marguerite Curran were elected to fill the vacancies. Miss Curran was granted leave of absence for an extended trip to New York. During the four months of her absence, Miss Helen McGowan served efficiently. The service during the entire year has been faithful and helpful, and the increase in the circulation of books is some indication that it has been pleasing to the people.

Library Meetings. Through your courtesy in granting leave of absence and in meeting expenses, the Library was represented by the Librarian at the meetings of the American Library

Association and the Missouri Library Association, both held in St. Louis in October, 1904.

I wish to thank the members of the Board of Directors for their kindly interest and continued support of every effort of the Library to make itself a permanent influence in the community.

Respectfully,

FAITH E. SMITH,
Librarian.

CIRCULATION.

	1904.								1905				
	May	June	July	August	September	October	November	December	January	February	March	April	Total
General and Magazines	30	31	39	36	27	38	31	38	29	44	45	44	432
Philosophy	5	11	10	11	9	11	21	14	23	19	16	18	168
Religion	18	16	25	10	13	22	25	21	27	24	34	30	265
Sociology	26	15	12	17	11	7	28	21	35	21	82	52	327
Language			2	1	2	4					2	2	13
Science	23	15	14	19	15	21	12	9	33	45	40	40	286
Useful Arts	8	6	6	9	17	14	2	13	25	19	17	10	146
Fine Arts	10	13	5	6	9	16	18	17	14	12	33	9	172
Literature	49	55	45	31	34	72	69	95	120	75	110	69	834
History and Travel	85	70	58	54	54	62	114	126	159	175	209	123	1289
Biography	36	19	19	18	38	43	64	109	81	57	68	46	598
Fiction	1876	1837	2018	1962	1811	1961	2054	979	2396	2440	2464	2003	24811
Juvenile Fiction	641	763	762	718	494	628	697	694	790	791	798	722	8498
Juvenile Non-Fiction	191	277	223	197	209	293	422	304	394	387	459	395	3751
Total	2998	3128	3238	3089	2743	3192	3557	3440	4126	4109	4407	3563	41590

List of Donors.

	Vol.	Pam.	Miscellaneous.
Abell, Mrs. D. T.			Plant.
American Anti-Vivisection Society		1	
American society for the prevention of cruelty to animals		1	
Arthur, Andrew	1		
Barnes, Miss Kate			Magazines.
Bartlett, G. H. Arlington, Mass			Library Chart.
Bothwell, J. H.	1		2 Trees.
Brenneman, J S.			Magazines.
Bridges, J. H.	1		
Buckner, W. T., Wichita, Kas.		1	
Burlington, (Iowa) Free Public Library		4	
Byler, Mrs.	1		
Cadle, Mrs. M. W.	3		
California Library Association		1	
Cambridge, (Mass.) Public Library		1	
Carnegie, Andrew	1		
Ceylon Commission, Louis-			

	Vol.	Pam.	Miscellaneous.
iana Purchase Exposition.	1		
Chicago Public Library.....		1	
Christian College, Columbia, Mo		1	
Christian University, Canton, Mo.....		1	
Cockrell, Senator F. M.....	85	30	
Cottey College, Nevada, Mo.		1	
Curran, Marguerite	1		
Current, W. H.....		1	
Davenport (Iowa) Public Library..		1	
Dayton, (Ohio) Public Library and Museum.....		2	
Drexel Institute Library School.....		1	
Drury College, Springfield, Mo		1	
Easton, Mrs. C.....	1		
Easton, J. Johnston	1		
Enoch Pratt Free Library..		1	
Evanston (Ill.) Free Public Library.....		1	
German Exhibit of Social Economy, Louisiana Purchase Exposition.....		6	
Goodwin, J. West.....	1	1	
Gregg, Mrs. S. A.....			Magazines.

	Vol.	Pam.	Miscellaneous.
Hamlin, C. W. Springfield, Mo		4	
Hardin College, Mexico, Mo.		2	
Harrish, W. F., Des Moines, Iowa		1	
Heise, Mrs.	1		
Hoye Directory Co.	2		
Iowa Library Commission		2	
J. Herman Bosler Memorial Library, Carlisle, Pa.		3	
Japanese Imperial Commission, Louisiana Purchase Exposition		1	
Kidder Institute, Kidder, Mo.	1		
Kimball, Mr. Wm. P. San Francisco, Cal.		1	
Lamm, Judge Henry		1	
Leaming, R. L.			2 Trees; Flowers.
Liberty, (Mo.) Ladies College		1	
Library of Congress		2	
Louisiana Purchase Exposition		23	
Lyons, Mrs. D. H.	4		
Lytle, John J., Philadelphia, Pa.		1	
McCluny, Mrs. T. P.		1	Magazines.

	Vol.	Pam.	Miscellaneous.
McCluny, Dr. T. P....	1		
Mason, Mrs. S. G.....	10		
Mauran, John Laurence, St. Louis, Mo.....		1	
Menefee, George.....	1		
Michigan State Board of Library Commissioners...		1	
Minnesota State Library Commission.....		1	
Missouri Agricultural Experiment Station.....		1	
Missouri Commission, Louisana Purchase Exposition.....	1		
Missouri Historical Society.		2	
Missouri Normal School, Kirksville, Mo.....		2	
Missouri Normal School, Warrensburg, Mo.....		2	
Missouri Normal School, Cape Girardeau, Mo.....		2	
Missouri School of Mines and Metallurgy, Rolla, Mo.		1	
Missouri State Historical Society, Columbia, Mo....		3	
Missouri State University..		2	
Missouri Valley College.....		1	
Moberly, (Mo.) Public Library....	1		

	Vol.	Pam.	Miscellaneous.
Mohonk Lake Conference on International Arbitration		1	
Mohonk Lake Conference of friends of the Indian and other dependent people...		1	
Montgomery, Mrs. John....			Magazines.
Montgomery, Mr. Lee.....	1		
Netherton, R. L.....			Magazines.
New Bedford, (Mass.) Public Library..... ...		1	
New Haven, (Conn.) Public Library.....		1	
New York Society for the Prevention of Cruelty to Children.....		1	
Noble, O. D.....	1		Magazines.
Northwestern University Library.....	4		
Oil City, (Pa.) Derrick.....	1		
Owatonna, (Minn.) Free Public Library.....		1	
Park College, Parkville, Mo.....		1	
Pennsylvania Society to protect children from cruelty.....		1	
Peoria, Ill., Public Library,		1	

	Vol.	Pam.	Miscellaneous.
Portland,(Oregon,) Library Association		1	
Quisenberry, Mr. E. B.	17		
Ruskin College, Glen Elyn, Ill		2	
St. Joseph, (Mo.) Free Public Library		5	
St. Louis Mercantile Library		1	
St. Louis Public Library	1	1	
St. Louis University		1	
Sangree, Mr. P.	1		
Scheer, Mrs. Philip	1		
Sedalia Sentinel Publishing Co.		1	
Shepard, Professor Edward M., Springfield, Mo.		1	
Shively, Mrs.	11		
Smith, Miss Gertrude C.		2	
Smith, Miss Jessie			Magazines.
Smith & Cotton, Madames.	84		
Stephens College,Columbia, Mo.		1	
Stevens, Mrs. Capt.	1		
Stimson, Mr. Charles	1		
Stoner, D. B.	1		
Synodical College, Fulton.		1	

	Vol.	Pam.	Miscellaneous.
Tarkio College, Tarkio, Mo.		1	
Titsworth, Mrs. R. F.....			21 Magazines.
True, Mr. Leslie.....	3		
Uj Vilag Publishing Co., St. Louis, Mo		1	Magazine Subs.
United States Government.	258	59	6 Folios.
Universal Peace Congress, Boston		1	
Unknown		2	
Walburn, Gentry.....			Magazines
Washington University, St. Louis, Mo.....		1	
Western Reserve University Library School, Cleveland Ohio.....		1	
Westminister College, Fulton, Mo.....		1	
William Jewell College, Liberty, Mo..... ..		1	
Williams, Mr. Walter.....	1		
Wisconsin - Superintendent of Public Instruction.....		5	
Woman's Relief Corps, Sedalia.....			Flag.
Women's Pennsylvania Society for the Prevention of Cruelty to Animals....		1	
Yeater, Mrs. J. J.			Magazines.
Total.....	506	221	

List of Periodicals.

On File in the Reading Room.

DAILY.

Chicago Record-Herald.
Kansas City Star
*Kansas City Times.
St. Louis Globe-Democrat.
St. Louis Republic.
*Sedalia Daily Capital.
*Sedalia Daily Democrat.
*Sedalia Daily Sentinel.

WEEKLY.

*American Baptist flag.
*Christian Evangelist.
Collier's Weekly.
Forest & Stream.
Harper's Weekly.
Independent of Univ. of Mo.
Independent.
Judge
*Labor
*Lexington News.
Life.
*Lutheran Witness.
Nation.
New York Tribune.
Public Opinion.
Publisher's Weekly.
Puck.
*Rosa Pearle.
Saturday Evening Post.
Scientific American
Scientific American Supp'l.
*Sedalia Journal.
*Signs of the Times.
Youth's Companion.

SEMI-MONTHLY.

Dial.
*Intelligence.
*Der Lutheraner.

MONTHLY.

American Boy.
American Monthly Rev. of Reviews.
Atlantic Monthly,
Birds and Nature.
*Blacksmith's Journal.
*The Blue Jacket.
Bookman.
*Brotherhood Locomotive Firemen's Magazine.
*Bulletin of Bibliography.
Cassell's Little Folks.
Century
*Christian Science Journal.
Cosmopolitan.
Country Life in America.
Critic.
Engineering Magazine.
*Evanston Free Public Library Bulletin.
Everybody's Magazine.
Floral Life.
*Foreign Mission Journal.
*The "400."
Harper's Monthly.
*The Indian's Friend.
*Journal of Osteopathy.
*Mission Studies.
Munsey Magazine.
Musician.
Nineteenth Century.
*Normal Instructor.
North American Review.
*Our Animal Friends.
*Our Dumb Animals.
Outing.
Perry Magazine.
Photo Miniature.
Popular Science Monthly.
Public Libraries.
Reader's Guide to Periodical Literature.
*St. Louis Public Library Bulletin.
St. Nicholas.
Scribner's Magazine.
Success.
Suggestion.
*U. S. Report of Agriculture, Climate and Crop Service Report.
*U. S. Public Document Catalog.
*Valley Magazine.

*Journal of Zoophily.
Ladies' Home Journal.
Library Journal.
McClure's Magazine.
Masters in Art.
Missionary Review.
*Woman's Missionary Friend.
*Woman's Work for Woman.
*World's Events.
World's Work.

QUARTERLY.

Forum.
*J. Herman Bosler Memorial Library Bulletin.
*Kansas City Public Library Quarterly.
*Single Tax Review.

*Gifts.

MONEY COLLECTED AT THE LIBRARY.

1904—1905.	Fines	Postal Cards	Reader's Cards	Lost Books	Catalogs	Dup. Books & Magazines Sold	Gifts	Total
May	$ 10.57	$.16	$.30	$	$.55	$	$	$ 11.58
June	13.52	.25	.70		.50			14.97
July	9.53	.21	.10	.75	.50			11.09
August	12.27	.19	.20		.45			13.11
September	9.34	.18	.20		.50			10.22
October	10.78	.37	.50		.45			12.10
November	12.90	.23	.40	.60	.45			14.58
December	14.47	.18	.25		.20			15.10
January	13.53	.08	.10		.40	.35		14.46
February	11.42	.46	.20		.35	.30	1.00	13.75
March	11.86	77	.10	1.05		.15		13.93
April	11.65	.37	.10	1.83	.25	.15		14.35
Total	$141.84	$3.47	$3.15	$4.23	$4.60	$.95	$1.00	$159.24

*Journal of Zoophily.
Ladies' Home Journal.
Library Journal.
McClure's Magazine.
Masters in Art.
Missionary Review.
*Woman's Missionary Friend.
*Woman's Work for Woman.
*World's Events.
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November	12.90	.23	.40	.60	.45			14.58
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Total	$141.84	$3.47	$3.15	$4.23	$4.60	$.95	$1.00	$159.24

Report of Finance Committee.

SEDALIA, MO., May 1, 1905.

To the President and Directors of the Sedalia Public Library:

We hereby present to you the Annual Financial Report, showing receipts and disbursements for the year ending April 30th, 1905.

RECEIPTS.

April	Revenue	$ 137.01
May	"	79.29
June	"	110.19
July	"	83.13
August	"	45.81
Sept.	"	77.13
Oct.	"	211.87
Nov.	"	560.22
Dec.	"	2410.55
Jan.	"	609.47
Feb.	"	202.10
March	"	167 72

Total Revenue from City.....$4694.49

May	Fines	$ 11.53
June	"	14.97
July	"	11.09
August	"	13.11
Sept.	"	10.22
Oct.	"	12.10
Nov.	"	14.58
Dec.	"	15.10
Jan.	"	14.46
Feb.	"	13 75
March	"	13.93
April	"	14.35

Total Fines.....$ 159.19

Total Revenue.....$4853.68
Balance on hand May 1, 1904..... 1140.54

Total.....$5994.22

DISBURSEMENTS.

Librarian's salary	$900.00
Assistant Librarian's salary	320.00
Assistant Librarian's salary	290.00
Janitor's salary	420.00
Total Salaries	$1930.00
Interest	$ 96.00
Insurance	114 00
Supplies	206.61
Repairs	217.28
Printing	81.70
Electric light	158.40
City steam heat	326.70
Lawn and trees	16.00
Ice	20.75
Total Incidental Expense	$1237.44
New Books	$672.67
Periodicals	156.45
Binding Books	103.87
Total for Books and Binding	$ 932.99
Total Expense	$4100.43
Amount paid on Indebtedness	800 00
Total Disbursements	$4900.43
Balance on hand May 1, 1905	1093.79
Total	$5994.22

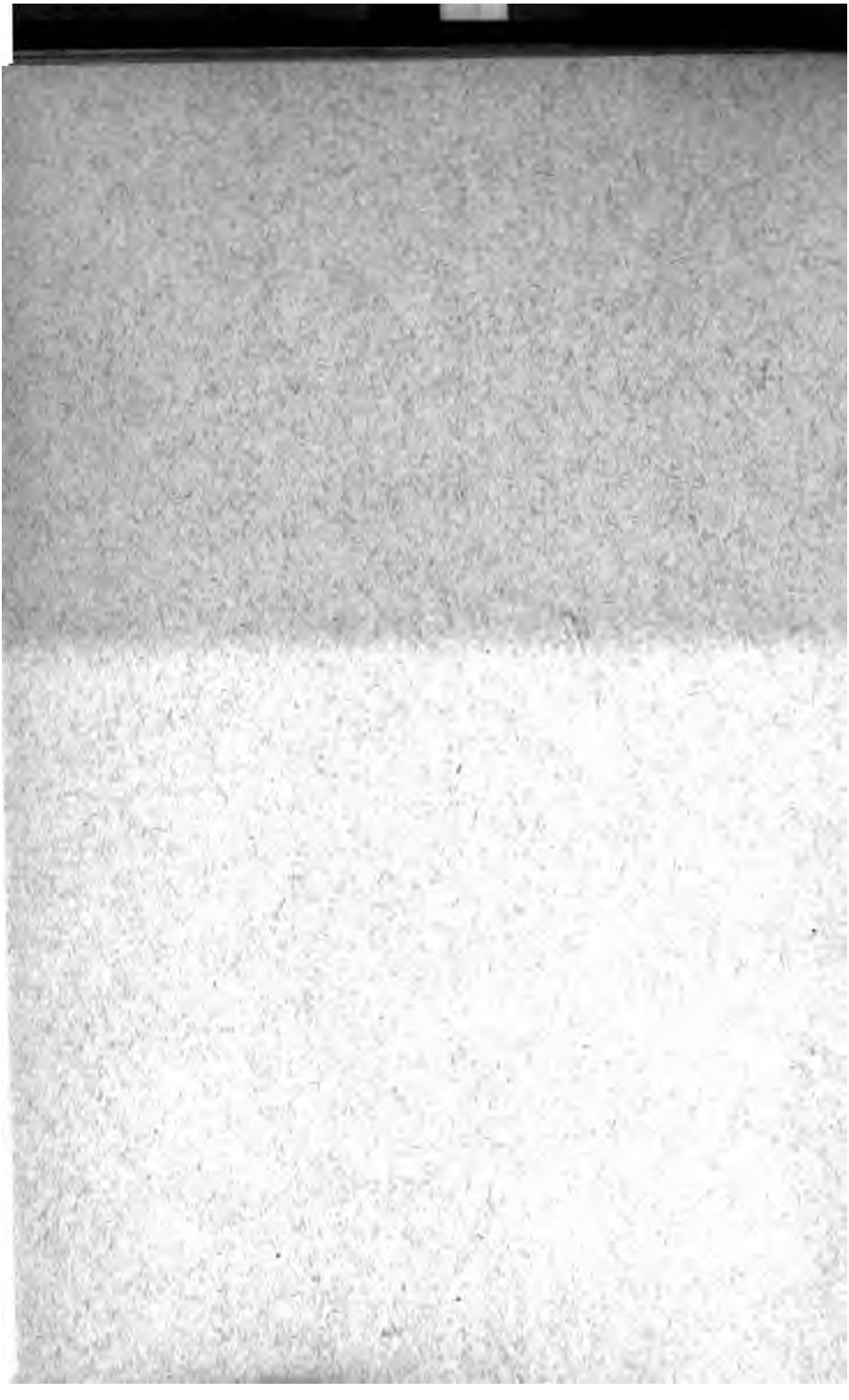
(SIGNED.) W. B MACKEY,
Chairman Finance Committee.



Sedalia Public Library.



Eleventh Annual Report. 1906.



Eleventh Annual Report

—OF THE—

Board of Directors

—OF THE—



Sedalia Public Library,

—FOR THE—

Fiscal Year Ending April 30, 1906.

THE NEW YORK
PUBLIC LIBRARY
P 197581
ASTOR, LENOX AND
TILDEN FOUNDATIONS.
1909

Sedalia Public Library.

Board of Directors for the Year 1906-7.

OFFICERS.

President, - - - - - Dr. G. E. McNeil.

Vice-President, - - - - - C. E. Messerly.

Secretary, - - - - - - W. O. Stanley.

DIRECTORS.

Term Expires 1907.	Term Expires 1908.	Term Expires 1909.
C. E. Messerly,	G. H. Scruton,	Teressa M. Burrowes,
W. O. Stanley,	Gertrude C. Smith,	Dr. G. E. McNeil,
C. E. Yeater.	Helen G. Steele.	Lee Montgomery.

COMMITTEES.

BOOKS.

C. E. Yeater, Gertrude C. Smith, Helen G. Steele,

EXECUTIVE

Dr. G. E. McNeil, Lee Montgomery, W. O. Stanley.

FINANCE.

Lee Montgomery, C. E. Messerly, Gertrude C. Smith.

COMPLAINTS.

Lee Montgomery, Helen G. Steele, G. H. Scruton.

BUILDINGS AND GROUNDS.

C. E. Messerly, C. E. Yeater. Teressa M. Burrowes.

PERIODICALS.

G. H. Scruton, Teressa M. Burrowes, Helen G. Steele.





Eleventh Annual Report

——OF THE——

Sedalia Public Library.

Sedalia, Mo., June 1, 1906.

To the Mayor and City Council, Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472 of the Revised Statutes of Missouri of 1899, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on May 29, 1906, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1906. These reports are accordingly herewith respectfully submitted.

LEE MONTGOMERY,
President of the Board of Directors.

Report of the President.

Sedalia, Mo., May 1, 1906.

To the Board of Directors of the Sedalia Public Library:

In accordance with the requirements of the by-laws, I submit herewith my report as President of the Board for the year ending April 30 last.

The most important event of the year was the payment of the last dollar of our indebtedness. This indebtedness was originally twenty-five hundred dollars, and was incurred in furnishing the new building. The payment of this debt will allow us to spend about eight hundred and fifty dollars more for books next year than heretofore. In addition, we will have a substantial increase in our income on account of the increase in the assessed valuation of property in the city. Accordingly, we will hereafter be in better shape to meet the growing demand for more books.

While the City Council is engaged in a controversy with the lighting companies, which may terminate in the granting of new franchises to those companies, we beg leave to call the Council's attention to the fact that we are spending nearly two hundred dollars a year for lighting, which might be saved to the city by requiring the lighting companies to furnish light to the city institutions without cost, just as the Water Company has been furnishing water to us. We very respectfully ask the City Council to bear this in mind whenever the time shall come for granting new lighting franchises.

Respectfully submitted,

LEE MONTGOMERY,

President.

STATE OF MISSOURI,)
ss.
County of Pettis.)

This affiant, Lee Montgomery, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

THAT, all such parts of the reports of the President, Librarian and Finance Committee for the year ending April 30, 1906, as relate to the receipt and expenditure of money, the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge or belief.

LEE MONTGOMERY,
President.

Subscribed and sworn to before me this the 29th day of May, 1906.

My commission expires on the ninth day of March, 1907.

H. D. MUIR,
Notary Public for Pettis County.

ACCESSIONS.

Books in the Library, May 1, 1905,		6968
" added by purchase	795	
" " " gift	198	
" " " binding	36	
" " " transfer from duplicate rental collection	10	
" " " transfer from stored duplicates	56	
Total	1095	

DEDUCTIONS.

Books worn out	140.	
Books lost and paid for by readers	6	
" " " not paid for by readers	12	
" " from shelves	8	
Total	166	
Net gain during the year	929	
Total number in Library, exclusive of some uncatalogued government documents		7839

ACCESSIONS BY CLASSES.

General	2	History and travel	135
Philosophy	9	Biography	52
Religion	26	Reference, including bound magazines	121
Sociology	34	Fiction	290
Philology	1	Juvenile fiction	125
Science	38	Juvenile non-fiction	95
Useful arts	26	Government documents not catalogued	57
Fine arts	26		
Literature	57		
Total			1095

Circulation.

The circulation of books for home use was 41,494, a decrease of 96 from last year, Although the decrease is small, the fact that it is not an increase causes attention. This may be due to several causes. The new interest in mannual training in the schools may have temporarily hindered the growth of interest in reading. About fifty books were sent to the Southeast school, to be used there indefinitely, and as many sent to Franklin school. No account was kept of the circulation of these.

The use of fiction increased this year from 59 to 60 per cent. There has been considerable increase in the use of books of science, useful arts and fine arts. These include electricity, mechanics, agriculture and architecture, and indicate a larger use of the Library by men.

Over one hundred volumes were placed in Mr. Otis Smith's drug store early in February, and have circulated from there under the same rules as from the Library.

The Library has been open 309 days, and the average daily circulation has been 135.

A table of the circulation for each month and each class is appended to this report.

Registration.

Six hundred and ninety-three new readers have been added during the year, and 258 cards have been renewed. Of the new readers 259 were juvenile, and 40 were from the country outside of Sedalia. Sixty-one readers have left town and seven are deceased.

The readers from the country outside of Sedalia now number 310. If some provision could be made for taking the books to the people, either through the post-office depart-

children's room, and the use it has already received has fully compensated for the expenditure.

Anniversaries. The 125th anniversary of John James Audubon, was observed at the Library, and for this occasion, Mrs. J. C. Brown loaned several framed lithograph copies of Audubon's paintings of birds and animals.

Labor day was celebrated by a story hour for the children: Miss Grace Collins told about how some things in common use are made.

The 200th anniversary of the birth of Benjamin Franklin was observed by a story hour for the children and by picture bulletins and newspaper notices concerning him.

Hallowe'en, Christmas, Lincoln's and Washington's birthdays, and Arbor Day were marked by special decorations and picture bulletins.

Pictures and Bulletin Boards. During the Summer months, pictures that had been clipped from duplicate magazines, and collected in other ways, were mounted on light weight bristol board, were labeled, classified and indexed. The collection now contains over a thousand pictures, and has been used both by the teachers and study clubs.

Picture bulletins with lists of books have been prepared and posted, concerning Norway, Civic improvement, Golf, Volcanoes, Earthquakes, Early customs of the U. S., San Francisco, etc.

A bulletin with list of books on golf was sent to the Golf Club grounds and placed on the bulletin board there.

Neat placards concerning the Library, its hours of opening and closing, have been placed in the railway stations

and the Missouri Pacific shops. Lists of books interesting to mechanics have been placed on the bulletin board at the Missouri Pacific shops.

Exhibit of Historic Relics.

At the suggestion of Mr. R. L. Leaming, and with his untiring co-operation, an exhibit of historic relics was planned and opened at the Library on Washington's birthday, February 22.

Through the kindness of Mr. C. E. West, Mr. S. M. Hodges, the Sedalia Trust Co. and Dr. G. E. McNeil, glass cases were obtained to keep in safety all that was loaned. The people of Sedalia responded very generously, and from attic and closet many treasures came forth that illustrated American history and American customs and manners of other days.

There were many interesting war relics, old silver and china, articles of dress, spinning wheels, reels, early portraits, miniatures, etc.

A thousand people visited the exhibit while it was open to the public, and this number would have been increased, had the weather been more favorable. It proved to be very instructive to school children.

A record book has been made, including all the newspaper clippings concerning the exhibit, and an account ot each article exhibitcd, with the name of the one who loaned it.

A few of those who loaned articles for the exhibit have offered to leave them at the Library for an indefinite time. Glass cases have been purchased by the Library in which these curios may be kept. We believe

that this small collection will prove to be the nucleus of a permanent museum.

Telephone. The free use of the telephone granted by the Missouri & Kansas Telephone Co., has increased the usefulness of the Library, and proved a great time saver. Reference questions are asked and answered over the telephone, and books are renewed.

Duplicate Rental Collection. Amount received from rental of duplicates of fiction, was $41.52. Amount expended, $30.93, leaving a balance of $10.59. The money received is expended for fiction to be rented in this collection, a copy being bought at the same time for the general library.

Library Service. Miss Marguerite McDaniel and Miss Marguerite Curran have been untiring in their zeal in serving the Library and the public, and their service has been efficient. Much of the success of library work depends upon the personality of those who meet people at the loan desk, and in this regard at least our Library may rank high.

Missouri Library Association. Through the courtesy of the Library Board, the Librarian and Second Assistant, Miss Curran, attended the annual meeting of the Missouri Library Association at Jefferson City in October. Mrs. E. B. Burrowes, member of the Library Board, also attended.

I wish to express to the members of the Library Board my appreciation of their generous support and interest in every undertaking to further the work of the Library.

Very respectfully,

FAITH E. SMITH,
Librarian.

	Vol.	Pam.	Miscellaneous.
Dayton, (Ohio) Public Library and Museum		1	
Decatur, (Ill.) Free Public Library		4	
DeMuth, I. Mac D., Mexico City			Magazines.
Detroit, (Mich.) Supt. of Schools		3	
Drexel Institute, Phil. (Pa.)		2	
Drury College, Springfield, Mo		1	
Dufur, Mrs. Nannie			Sea weed
Dunlap, R. A.			Magazines.
Enoch Pratt Free Library, Baltimore, Md.		1	
Erie, (Pa.) Public Library		1	
Evans, Mrs. C. C		11	
Evanston, (Ill.) Free Public Library		3	
Fleischman, Dr. A. T.		1	
Gallie, Mrs. J. B.			Magazines.
German-American Pioneer Verein			Tree.
Goodwin, J. West	1	3	
Grant, A. S.	14		
Gregg, Mrs. S. A.			10 Magazines.
Hawkins, Judge, Jefferson City, Mo.	1		
Hoffman, Opal	20		
Holland, T. C.	1		
Hoye Directory Co.	2		
Humane Society of Sedalia	5		
Hurlburt, Mrs. W. E.			Magazines
Indianapolis, (Ind.) Supt. of Schools		3	
Johnston, E. E.	1		
Kansas City, (Mo.,) Board of Education		2	
Lake Forest College, Lake Forest, (Ill.)		1	

List of Periodicals

On File in the Reading Room.

DAILY.

Chicago Record-Herald.
Kansas City Star.
*Kansas City Times.
St. Louis Globe-Democrat
St. Louis Republic.
*Sedalia Daily Capital.
*Sedalia Daily Democrat.
*Sedalia Daily Sentinel.

WEEKLY.

*Baptist Flag.
Collier's Weekly.
Engineering News
Forest and Stream.
Harper's Weekly
Independent.
Independent of University of Mo.
Judge
*Labor
*Lexington News
Life.
*Lutheran Witness.
Nation.
New York Tribune.
Outlook.
Public Opinion.
Publisher's Weekly.
Puck.
*Ruralist.
Saturday Evening Post.
Scientific American.
Scientific American Supplement.
*Sedalia Journal,
Youth's Companion.

SEMI-MONTHLY.

*Der Lutheraner
Dial.
*Mexican R. R. Journal.

MONTHLY.

American Boy.
American Monthly Rev. of Reviews
Atlantic Monthly
Birds and Nature
*Blacksmith's Journal
Bookman.
*The Caledonian
*Carthage Public Library Bulletin.
Cassell's Little Folks.
Century.
*Chum.
Cosmopolitan.
Critic.
Cumulative Book Index.
Cumulative Book Review Digest
Engineering Magazine.
Everybody's Magazine
*Foreign Mission Journal
*The "400"
Garden Magazine.
Harper's Monthly.
House Beautiful.
Indians' Friend.
*Journal of Osteopathy.
Ladies Home Journal
Library Journal.
McClure's Magazine
Masters in Art.
*Missionary Tidings.
Munsey Magazine.
Musician.
Nineteenth Century.
North American Review.
*Our Animal Friends.
*Our Boys' Magazine.
*Our Dumb animals.
Outing.
Out West.
*Pacific Monthly.
Perry Magazine.
Photo-Miniature.
*Popular Mechanic.
Popular Science Monthly.
Public Libraries.
Reader's Guide to Periodical Literature.
St. Louis Public Library Bulletin.
St. Nicholas.
Scribner's Magazine.
Success.
*Suggestion.
*U. S. Department of Agriculture, Climate and crop service report.
U. S. Public Document Catalogue.
*Westminister Monthly.
*Woman's Missionary Friend.

*Mission Studies
Missionary Review
World's Events.
World's Work.

QUARTERLY.

*Bulletin of Bibliography
*Decatur Free Library Bulletin.
*Evanston Free Public Library Bulletin.
Forum.
*J. Hermann Bosler Memorial Library Bulletin.
*Kansas City Public Library Quarterly.
*Single Tax Review.
Speaker.

MONEY COLLECTED AT THE LIBRARY.

1905—1906.	Fines	Postal Cards	Reader's Cards	Lost Books	Catalogs	Dup. Books and Magazines Sold	Library League Badges	Total
May	$ 12.09	$.27	$.40	$...	$.40	$.25	$...	$ 13.41
June	10.71	.16	.20	...	.10	.10	.70	11.97
July	10.89	.52	.40	.95	.05	.10	...	12.91
August	13.22	.80	.10	...	.40	.60	...	15.12
September	12.93	.88	.50	...	...	.20	...	14.51
October	12.64	.40	.20	.10	.10	...	...	13.44
November	14.08	.55	.20	1.05	.50	.40	...	16.78
December	12.79	.69	.10	.75	.30	.45	...	15.08
January	14.08	1.00	.20	...	.35	.85	...	16.48
February	12.03	.94	.20	1.10	.25	.30	...	14.82
March	12.96	.64	.40	...	.15	.20	...	14.35
April	13.11	.36	.20	1.25	...	.60	...	15.52
Total	$151.53	$7.21	$3.10	5.20	$2.60	$4.05	$.70	$174.39

Report of Finance Committee.

Sedalia, Mo., May 1, 1906.

To the President and Directors of the Sedalia Public Library:

We hereby present to you the Annual Financial Report, showing receipts and disbursements for the year ending April 30, 1906.

RECEIPTS.

April Revenue	$	51.87
May "		69.60
June "		58.26
July "		29.51
August "		50.43
Sept. "		80.50
Oct. "		264.39
Nov. "		726.22
Dec "		2513.71
Jan. "		635.58
Feb. "		191.61
March "		130.92
Total Revenue from City		$4802.63
May Fines	$	13.41
June "		11.97
July "		12.91
Aug. "		15.12
Sept. "		14.51
Oct. "		13.44
Nov. "		16.78
Dec. "		15.08
Jan. "		16.48
Feb. "		14.82
March "		14.35
April "		15.52
Total Fines	$	174.39
Total Revenue		$4977.02
Balance on hand May 1, 1905		1093.79
Total		$6070.81

DISBURSEMENTS.

Librarian's salary	$900.00	
Assistant Librarian's salary	350.00	
Assistant Librarian's salary	300.00	
Janitor's salary	420.00	
Total salaries		$1970.00
Interest	$ 48.13	
Insurance	108.00	
Supplies	183.24	
Repairs	110.00	
Printing	78.00	
Electric light	179.48	
City steam heat	166.01	
Lawn and trees	141.22	
Ice	11.15	
Total incidental expense		$1146.33
New Books	$851.41	
Periodicals	165.55	
Binding Books	111.85	
Total for books and binding		$1119.81
Total Expense		$4346.15
Amount paid on Indebtedness	800.00	
Total		$ 5146.15
Balance on hand May 1st, 1906	914.66	
Total		$ 6070.81

W. O. STANLEY,
Chairman Finance Committee.



Sedalia Public Library

Twelfth Annual Report

1907



TWELFTH ANNUAL REPORT

OF THE

Board of Directors

OF THE



Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30th, 1907

Sedalia Public Library

Board of Directors for the Year 1907-8

OFFICERS.

President - - - - - -	Dr. G. E. McNeil.
Vice-President, - - - - -	C. E. Messerly.
Secretary, - - - - - -	Gertrude Smith.

DIRECTORS.

Term expires 1908	Term expires 1909	Term expires 1910
G. H. Scruton,	Teressa M. Burrowes,	C. E. Messerly,
Gertrude C. Smith,	G. E. McNeil,	G. W. Lemon,
Helen G. Steele,	Lee Montgomery,	C. E. Yeater.

COMMITTEES.

BOOKS.

C. E. Yeater, Gertrude C. Smith, Helen G. Steele.

EXECUTIVE.

Dr. G. E. McNeil, Lee Montgomery, Gertrude C. Smith.

FINANCE.

Lee Montgomery, C. E. Messerly, Gertrude C. Smith.

COMPLAINTS.

Lee Montgomery, Helen G. Steele, G. H. Scruton.

BUILDINGS AND GROUNDS.

C. E. Messerly, C. E. Yeater, Teressa M. Burrowes

PERIODICALS.

G. H. Scruton, Teressa M. Burrowes, Helen G. Steele.

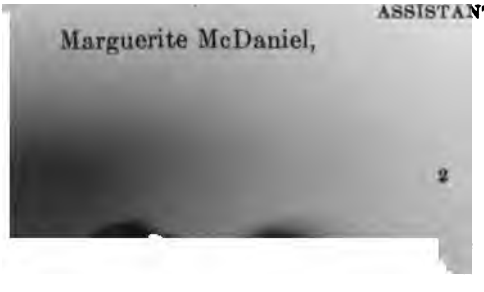
LIBRARY STAFF

LIBRARIAN

Faith E. Smith.

ASSISTANTS

Marguerite McDaniel, Marguerite Curran.



Twelfth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 1, 1907.

To the Mayor and City Council, Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472 of the Revised Statutes of Missouri of 1899, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on May 18, 1907, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1907. These reports are accordingly herewith respectfully submitted,

GEO. E. McNEIL,
President of the Board of Directors.

REPORT OF THE PRESIDENT

To the Board of Directors of the Sedalia Public Library:

In accordance with the requirements of the by-laws, I submit herewith my report as President of the Board, for the year ending April 30, 1907.

No especially notable events have marked the work of the Library during the year. The increased revenue has made available a larger fund for the purchase of books, and this has been judiciously invested. An effort has been made to strengthen the material in the reference section, as well as other sections of solid, permanent value, and at the same time to supply the demand for popular books of a less permanent and substantial class. This policy, I believe, is wise and should be continued.

Believing that it is desirable to concentrate as far as possible, about the Library the literary activities of the city, the Board has granted to two Literary Clubs, the use of the lecture room on the second floor, for their meetings. This has materially increased the use of the Library by members of these clubs.

The most rigid economy, consistent with efficient service, that has been the policy of the Board in the past, has been continued during the year. It is gratifying that there has been no work for the Committee on Complaints.

Arrangements have been made with the City Board of Health to notify the Librarian of all cases of contagious disease, in order to guard against the circulation of books from infected families.

It is still a matter of regret that so large a per cent. of our people make no use of the Library. I believe this is partly

due to the fact that so many do not realize the value and extent of the service the Library is prepared to give them.

It is believed that some system of advertising, which will bring the facts to the attention of our large industrial population, will greatly add to the number of readers.

With this in view, arrangements have been perfected to observe a Library Week, during which special invitations will be issued to all our people to visit the Library, and during the afternoons and evenings lectures will be given on popular subjects. We are hopeful that this will add many to the large list of readers, and if this result is attained, I would recommend that a similar observance be held each year.

I desire to commend the efficient service of the Librarian and assistants. I thank the members of the Board for uniform courtesy and co-operation.

Respectfully,

GEO. E. McNEIL,
President.

STATE OF MISSOURI, }
COUNTY OF PETTIS. } ss.

This affiant, Geo. E. McNeil, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

THAT, all such parts of the reports of the President, Librarian and Finance Committee for the year ending April 30, 1907, as relate to the receipt and expenditure of money, the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge or belief.

GEO. E. McNEIL,
President.

Subscribed and sworn to before me this 20th day of May, 1907.

My commission expires March 8th, 1911.

H. D. MUIR,
Notary Public for Pettis County.

REPORT OF THE LIBRARIAN

To the Board of Directors of the Sedalia Public Library:

I have the honor to submit the twelfth annual report of the Sedalia Public Library, for the year ending April 30, 1907.

Although there are few new ventures to record, the growth of the Library has been steady and decided. The circulation was nearly two thousand more than any year in the history of the library. More books were purchased, more magazines bound, than during any previous year, more reference questions have been asked, and on some Sunday afternoons the reading room has been taxed to its utmost capacity.

ACCESSIONS

Books added during the year were 1186. Books deducted because worn out or lost, were 144. Net gain during the year 1042. Total number in the library at the present time, exclusive of uncatalogued government documents, is 8808.

A table of accessions is appended to this report.

Notable purchases of the year were:

Thomas Jefferson's Writings, 10 vol.

Rand McNally & Co. Indexed Atlas of the world. 2 vol.

International library of technology. 5 vol.

Rhodes—History of the United States. 7 vol.

Reed—Modern Eloquence. 15 vol.

Werner's Readings and recitat ons. 37 vol.

GIFTS

During the year Miss Jessie Blair has given a large number of geological reports from different states, and geological monographs in pamphlet form.

The Missouri State Horticultural Society has contributed a file of its reports and other publications.

The publishers of the Sedalia newspapers, have continued to favor the Library with the daily issues and to print notes about the library each week.

A list of donors is appended to this report.

CIRCULATION

The circulation of books at the main library for home use was 43,794. Books circulated at Mr. Otis Smith's drug store in East Sedalia numbered 283, making a total of 44,077, an increase over last year of 2583. This increase is mostly in books other than fiction, the increase in fiction being only 34.

The number of juvenile books circulated was 29 per cent. of the whole. Fiction was 59 per cent.

The library was open for lending books 306 days, and the average daily circulation was 144.

Books too worn to be bound or to be circulated from the library, have been given to the colored public school.

Tabulated statistics for each month and each class are appended to this report.

REGISTRATION

Six hundred and seventy-four readers have been registered during the year. Of these 379 are adults, 295 children. Thirty-six were from Pettis County, outside of Sedalia. Ten readers died during the year, and 141 left town.

READING AND REFERENCE ROOM

No statistics have been kept of the books used for reference. A decided improvement has been noticed in the ability among high school students to use the indexes, cyclopedias and card catalog.

The telephone has proved a convenient means to busy people for obtaining information which the library could give.

BINDING

178 volumes of magazines were bound during the year, and 136 books rebound.

Of the magazines bound, fifty volumes were duplicates, bound for home circulation. These have proved to be very popular.

NATURAL HISTORY EXHIBIT

Early in the winter some natural history specimens were collected, and have been exhibited in cases upstairs. Mr. A. W. Winzenburg kindly loaned a fine collection of petrifactions; Mr. A. P. Winzenburg, a large number of moths, butterflies, and other insects; Miss Jessie Blair, some minerals, precious stones, and rare geological specimens; Mr. L. H. Archias, shells, and a mastodon's tooth.

Many of these specimens will probably be left at the library indefinitely.

WORK WITH CHILDREN

Before the close of school last year some book lists for children were printed in the form of book marks. The teachers kindly consented to place copies of these in the envelopes containing the report cards of the children. In this way the Library was brought to the notice of every child, and many new children soon registered as readers.



1908

TWELFTH ANNUAL REPORT

OF THE

Board of Directors

OF THE



Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30th, 1907

Sedalia Public Library

Board of Directors for the Year 1907-8

OFFICERS.

President - - - - - -	Dr. G. E. McNeil.
Vice-President, - - - - -	C. E. Messerly.
Secretary, - - - - - -	Gertrude Smith.

DIRECTORS.

Term expires 1908	Term expires 1909	Term expires 1910
G. H. Scruton,	Teressa M. Burrowes,	C. E. Messerly,
Gertrude C. Smith,	G. E. McNeil,	G. W. Lemon,
Helen G. Steele,	Lee Montgomery,	C. E. Yeater.

COMMITTEES.

BOOKS.

C. E. Yeater, Gertrude C. Smith, Helen G. Steele.

EXECUTIVE.

Dr. G. E. McNeil, Lee Montgomery, Gertrude C. Smith.

FINANCE.

Lee Montgomery, C. E. Messerly, Gertrude C. Smith.

COMPLAINTS.

Lee Montgomery, Helen G. Steele, G. H. Scruton.

BUILDINGS AND GROUNDS.

C. E. Messerly, C. E. Yeater, Teressa M. Burrowes

PERIODICALS.

G. H. Scruton, Teressa M. Burrowes, Helen G. Steele.

LIBRARY STAFF

LIBRARIAN

Faith E. Smith.

ASSISTANTS

Marguerite McDaniel, Marguerite Curran.

Twelfth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 1, 1907.

To the Mayor and City Council, Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472 of the Revised Statutes of Missouri of 1899, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on May 18, 1907, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1907. These reports are accordingly herewith respectfully submitted,

GEO. E. McNEIL,
President of the Board of Directors.

CIRCULATION

	1906								1907				
	May	June	July	August	September	October	November	December	January	February	March	April	Total
General and Magazines	47	56	47	70	73	86	98	105	124	135	137	121	1099
Philosophy	12	10	4	10	8	27	11	5	14	12	51	24	188
Religion	14	10	19	8	5	25	28	25	48	45	53	41	321
Sociology	7	13	18	12	13	21	26	17	24	42	62	54	309
Language	3	1		1	4	6	1	3		3	2	1	25
Science	38	36	20	17	14	35	19	28	54	42	44	59	406
Useful Arts	14	28	22	9	14	31	22	15	28	18	33	35	269
Fine Arts	20	24	41	30	31	35	28	38	56	28	34	39	404
Literature	74	45	32	42	39	69	73	99	102	112	121	114	922
History and Travel	50	59	68	53	94	95	121	110	167	166	168	149	1300
Biography	36	14	20	20	25	43	34	40	67	107	99	82	587
Fiction	1814	1986	2175	2209	1780	1929	2008	2080	2252	2274	2313	2132	24952
Juvenile Fiction	746	797	836	765	504	616	724	770	802	817	910	871	9158
Juvenile Non-Fiction	349	324	313	349	183	243	341	297	311	328	365	451	3854
Total	3224	3403	3615	3595	2787	3261	3534	3632	4049	4129	4392	4173	43794

Books circulated at Mr. Otis **Smith's drug store** **283**

GRAND **TOTAL** **44077**

MONEY COLLECTED AT THE LIBRARY

1906–1907	Fines	Postal Cards	Reader's Cards	Lost Books	Duplicate Books and Magazines sold	Library Fee	Catalogs	TOTAL
May	$ 14.83	$.93	$.10	$	$	$	$.05	$ 15.91
June	14.86	.40	.10				.10	15.46
July	9.02	.54	.20	1.20			.10	11.06
August	9.52	.76	.20	2.83			.10	13.41
September	9.00	.28		1.05			.10	10.43
October	12.01	.34	.40		.30		.25	13.30
November	12.18	.49	.20				.30	13.17
December	11.24	.77	.20		1.35		.10	13.66
January	15.14	.80	.20			2.00	.30	18.44
February	9.66	.64					.10	10.40
March	15.66	1.13	.20	.25			.40	17.64
April	17.72	.41		1.05			.20	19.38
Total	$150.84	$ 7.49	$ 1.80	$ 6.38	$ 1.65	$ 2.00	$ 2.10	$172.26

LIST OF DONORS

	Vol.	Pam.	Miscellaneous
Altemus Publishing Company	1		
Arnold, Miss			Magazines.
Atlas Portland Cement Co	1		
Benz, Mrs.	1		Minerals.
Bertche, Mrs.	24		Magazines.
Blair, Miss Jessie	29	58	Magazines.
Burlington (Iowa) Public Library		1	
Burress, Miss Lida			Magazines.
Cambridge (Mass.) Public Library		1	
Carnegie Library, Pittsburg, Pa		5	
Carpenter, Mrs. Harry			Magazines.
Carrington, W. T.	1		
Carthage (Mo.) Public Library		1	
Central College, Fayette, Mo		1	
Chicago (Ill.) Public Library		1	
Christian College, Columbia, Mo		1	
Christian Science Church	2		
Cornell University, College of Agriculture		15	
Crawford, Mrs. Grant			Magazines.
Cunningham, Mrs. Eliza			Magazines.
Davenport (Iowa) Public Library		1	
Dayton (Ohio) Public Library		1	
Deering, Mrs.			Plants.

	Vol.	Pam.	Miscellaneous
Enoch Pratt Free Library, Baltimore, Md.		1	
Erie (Pa.) Public Library		1	
Evanston (Ill.) Public Library		5	
Gass, Marguerite	1		
Hampton (Va.) Normal and Agricultural Institute		47	
Harker, Miss Florence	1		
Heath, Dr. E. R. ,Kansas City, Mo.		1	
Hoye Directory Company	1		
Hurlburt, Mrs. W. E.			Magazines.
Jefferson City (Mo.) Free Public Library		1	
Jones, Linden Lee	1		
Kinzer, Mrs.			Magazines.
Kobrock, John	1		
Leake, Mrs. M. A.			Magazines
Mackey, Mrs. Geo.			Magazines.
Major, Mrs. Pearl			Magazines.
Massachusetts Society for the prevention of cruelty to animals		2	
Mertz, Mrs. J. H.			Magazines.
Michigan Library Commission		1	
Milwaukee Public Schools, Superintendent of		1	
Minneapolis (Minn.) Board of Education		1	
Missouri Historical Society		1	
Missouri State Horticultural Society	14	14	

	Vol.	Pam.	Miscellaneous
Missouri School of Mines	1	1	
Missouri Sunday School Convention	8		
Missouri, University of		7	
Mohonk Lake Conference of friends of the Indian and other dependent people		1	
Montgomery, Mrs. Lee			**Magazines.**
Nashville (Tenn.) University of		2	
National Slavonic Society of U. S.	1		
N. Y. Society for the prevention of cruelty to children		1	
Ottumwa (Iowa) Public Library		1	
Pemberton, Mrs. T. M.			**Chameleon.**
Pennsylvania Prison Society		1	
Peoria (Ill.) Public Library		1	
Phipps, Mrs. F. W.	2		
Rhode Island College of Agriculture		53	
Richmond, F. E.			Sedalia Magazine.
Rochester (N. Y.) Academy of Science		4	
St. Joseph (Mo.) Public Library		2	
St. Louis Public Library		13	
St. Louis Mercantile Library		1	
Sedalia Capital			Magazines.
Selah, Miss Beatrice			Magazines.
Slater, Miss Nina	6		Magazines.
Smith, Miss Gertrude			Magazines.
Stearns, Mrs. E.	1		
Sturges, Mrs. G. A.	1		Magazines.
Tarkio College		1	

	Vol.	Pam.	Miscellaneous
Texas, University of		4	
U. S. Government	36	259	12 folios.
Waco (Texas) Public Library		1	
Warner, Senator William		1	
Washington (D. C.) Humane Society		1	
Weir, Miss Emma			Magazines.
Westminster College	1		
Wilmington (Del.) Institute Free Library		1	
Windsor, Mr. P. L., Austin, Texas		1	
Winzenburg, Mr. A. W.			Banana Plant.
Wisker, Mr. Van B.			Magazines.
Women's Pennsylvania Society for the prevention of cruelty to animals		1	
Yeater, Mrs. C. E.			Magazines.

LIST OF PERIODICALS

ON FILE IN THE READING ROOM

***Academy News.**
American Boy.
American Library Association Book List.
American Monthly Review of Reviews.
Atlantic Monthly.
***Baptist Flag.**
Birds and Nature.
***Blacksmith's Journal.**
Bookman.
***Bulletin of Bibliography.**
Cassell's Little Folks.
Century Magazine.
Chautauquan.
Chicago Record-Herald.
*Christian Endeavor World.
Collier's Weekly.
Cosmopolitan.
Cumulative Book Index.
Cumulative Book Review Digest.
*Decatur (Ill.) Free Public Library Bulletin.
Delineator.
Dial.
Engineering Magazine.
*Evanston (Ill.) Free Public Library Bulletin.
Everybody's Magazine.
***Foreign Mission Journal.**
Forest and Stream.
Forum.
Garden Magazine.
Harper's Monthly.
Harper's Weekly.
***Home Herald.**
***Homeopathic Envoy.**
House Beautiful.
Independent.
***Indian's Friend.**
International Studio.
***J. Herman Bosler Memorial** Library Bulletin.
*Journal of Osteopathy.
Judge.
*Kansas City Public Library Quarterly.
Kansas City Star.
Kansas City Times.
Ladies' Home Journal.
*Lexington News.
Library Journal.
*Library Work.
Life.
Literary Digest.
*Lutheran Witness.

McClure's Magazine.
Manual Training Magazine.
Masters in Art.
*Mexican Railway Journal.
Missionary Review.
*Mission Studies.
*Missionary Tidings.
Munsey Magazine.
Musical America.
Musician.
*Mystic Worker.
Nation.
New York Tribune.
Nineteenth Century.
North American Review.
*Our Animal Friends.
*Our boys' Magazine.
*Our Dumb Animals.
Out West.
Outing.
Outlook.
*Overland Monthly.
*Pacific Flyer.
*Perry's Musical Magazine.
Photo Miniature.
Popular Science Monthly.
*Public.
Public Libraries.
Puck.
Putnam's Monthly.
Reader's Guide to Periodical Literature.
*Ruralist.
St. Louis Globe Democrat.
*St. Louis Public Library Bulletin.
St. Louis Republic.
Saturday Evening Post.
St. Nicholas.
Scientific American.
Scientific American Supplement.
Scribner's Magazine.
*Sedalia Daily Capital.
*Sedalia Daily Democrat-Sentinel.
*Sedalia Journal.
*Single Tax Review.
Speaker.
Success.
Sunday School Times.
Theatre.
*U. S. Public Document Catalogue.
*U. S. Department of Agriculture, Climate and Crop Service Report.
*U. S. Labor Bureau Bulletin.
*U. S. Commerce and Labor Department; Monthly Summary of Commerce and Labor.
*Western Empire.
*Westminister Monthly.
*Woman's Missionary Friend.
*World's Events.
World's Work.
Youth's Companion.

*Gifts.

REPORT OF THE FINANCE COMMITTEE

Sedalia, Mo., May 1, 1907.

To the President and Directors of the Sedalia Public Library.

Your Finance Committee respectfully submits the following annual report, showing the receipts and disbursements for the year ending April 30, 1907.

RECEIPTS.

April	Revenue	$ 211.11
May	"	34.45
June	"	49.92
July	"	12.62
Aug.	"	38.24
Sept.	"	65.31
Oct.	"	184.28
Nov.	"	596.97
Dec.	"	3004.66
Jan.	"	604.46
Feb.	"	249.64
March	"	127.36
	Total Revenue from City	$5179.02
May	Fines	$ 15.91
June	"	15.83
July	"	11.06
Aug.	"	13.41
Sept.	"	10.43
Oct.	"	13.30
Nov.	"	13.17
Dec.	"	13.66
Jan.	"	18.44
Feb.	"	10.40
March	"	17.64
Apr.	"	19.38
	Total Fines	$ 172.66
	Total Revenue	$5351.68
	Balance on hand, May 1, 1906	924.66
	Total	$6276.34

DISBURSEMENTS.

Librarian's salary	$ 900.00	
Ass't Librarian's salary	400.00	
Ass't Librarian's salary	330.00	
Ass't. Librarian's salary	2.00	
Janitor's salary	420.00	
Total salaries		$2052.00
Repairs	$ 270.50	
Printing	96.05	
Ice	23.50	
Telephone	15.00	
Lawn	32.50	
Heat	221.04	
Light	207.88	
Supplies	170.64	
Insurance	108.00	
Total Incidental Expenses		$1145.11
New Books	$ 764.92	
Periodicals	175.20	
Binding	200.10	
Total for Books and Binding		$1140.22
Total Expense		$4337.33
Balance on hand May 1, 1907	1939.01	
Total		$6276.34

LEE MONTGOMERY,
Chairman of Finance Committee.



Sedalia Public Library

Thirteenth Annual Report

1908



4 1908

THIRTEENTH ANNUAL REPORT

OF THE

Board of Directors

OF THE

Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30th, 1908

SEDALIA, MISSOURI
BOTZ & SONS
1908

Sedalia Public Library

Board of Directors for the Year 1908-9

OFFICERS.

President	Dr. G. E. McNeil
Vice-President	C. E. Messerly
Secretary	Lee Montgomery

DIRECTORS.

Term expires 1909	Term expires 1910	Term expires 1911
Teresa M. Burrowes,	C. E. Messerly,	G. H. Scruton,
G. E. McNeil,	F. W. Phipps,	Gertrude C. Smith
Lee Montgomery,	C. E. Yeater,	Helen G. Steele.

COMMITTEES.

BOOKS.

C. E. Yeater, Gertrude C. Smith, Helen G. Steele.

EXECUTIVE.

Dr. G. E. McNeil, Lee Montgomery, Gertrude C. Smith.

FINANCE.

Lee Montgomery, C. E. Messerly, F. W. Phipps.

COMPLAINTS.

F. W. Phipps, Helen G. Steele, G. H. Scruton.

BUILDING AND GROUNDS.

C. E. Messerly, C. E. Yeater, Teresa M. Burrowes.

PERIODICALS.

G. H. Scruton, Teresa M. Burrowes, Helen G. Steele.

LIBRARY STAFF

LIBRARIAN

Florence Whittier.

ASSISTANTS

Marguerite McDaniel, Valeria Easton,
Sarah Knight McLaughlin.

Thirteenth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 1, 1908

To the Mayor and City Council, Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472 of the Revised Statutes of Missouri of 1899, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on May 12, 1908, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1908. These reports are accordingly herewith respectfully submitted.

GEO. E. McNEIL,
President of the Board of Directors.

REPORT OF THE PRESIDENT

Sedalia, Mo., May 12, 1908

To the Board of Directors of the Sedalia Public Library:

In accordance with the requirements of the by-laws, I submit herewith my report as president of the Board, for the year ending April 30, 1908:

Conditions have not materially changed; therefore, a brief summary will present the work of the year. A steady advancement has marked the progress of the manifold interests of the library. There has been an increasing number of readers and the circulation shows a gratifying growth. The reading rooms have increased in popularity. The reference books have been more largely used. More money has been available for books, and this has been judiciously expended. Remembering that these represent its primary objects, we are pleased to report that this has been the most successful year in the history of the Library.

Some important changes have been made in our staff during the year. Miss Faith E. Smith, who since the opening of the Library, faithfully performed the duties of Librarian, resigned to accept a more desirable position at Pittsburg, Pa. The Board felt that it would be difficult to secure one to fill the vacancy and offered every inducement to have her remain. She was so genial, so pleasant, so resourceful, so enthusiastic and so capable that the great success of the work was largely due to her untiring efforts, yet the new position offered larger opportunities. She accepted and closed her long term of service October 1, 1907.

So thoroughly had Miss Smith organized the work and trained the assistants, that the Board deliberated until November 1, 1907, before selecting a new Librarian from the numerous applicants for the position. During the interval, Miss Marguerite McDaniel most efficiently managed the affairs of the Library, assisted by Miss Marguerite Curran.

Miss Florence Whittier was finally selected for the position of Librarian at a salary of $1000 per annum and began service

November 1, 1907. So far as can be judged at this time I am quite convinced that the Board made a wise selection, and hope we may have a long term of the efficient and successful service of Miss Whittier. Miss Whittier is a graduate of Standford University, California, and of the New York State Library School. She has spent almost two years in study and travel in Europe.

Assistant Librarian, Miss Marguerite Curran, was also invited to accept a position with superior opportunities and resigned, her term of service ending January 15, 1908. While the Board regretted to lose her valuable and always satisfactory service, it was glad to have her promoted to larger work.

Miss Valeria Easton was selected to fill the position of Second Assistant Librarian and has proven to be a pleasant and capable worker.

The Pettis County Medical Society suggested to the Board that it would be pleased to begin a Medical Library in one of the small unused rooms on the second floor of the Library building, and the Board tendered the Society a room for this purpose. Some books have already been placed and we hope to see many more and that these will form a nucleus of a large collection. It might at some future time seem desirable to invite similar arrangements for Law and Theological works.

The Literary Clubs have continued to hold their meetings in the lecture room, and as yet there is no cause to doubt the wisdom of the Board in granting them this privilege.

Last year arrangements were made with Mr. Otis Smith to distribute books from his drug store and a liberal supply of books have been deposited there for the convenience of those who live in the eastern section of the city. This has proven popular and successful and I think should be continued.

I thank the Board for their unfailing courtesy and assistance during the year.

Respectfully submitted,

GEO. E. McNEIL,

President of the Board.



1908

THIRTEENTH ANNUAL REPORT

OF THE

Board of Directors

OF THE



Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30th, 1908

SEDALIA, MISSOURI
BOTZ & SONS
1908



Sedalia Public Library

Thirteenth Annual Report

1908



1908

THIRTEENTH ANNUAL REPORT

OF THE

Board of Directors

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Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30th, 1908

SEDALIA, MISSOURI
BOTZ & SONS
1908

Sedalia Public Library

Board of Directors for the Year 1908-9

OFFICERS.

President	Dr. G. E. McNeil
Vice-President	C. E. Messerly
Secretary	Lee Montgomery

DIRECTORS.

Term expires 1909	Term expires 1910	Term expires 1911
Teresa M. Burrowes,	C. E. Messerly,	G. H. Scruton,
G. E. McNeil,	F. W. Phipps,	Gertrude C. Smith
Lee Montgomery,	C. E. Yeater,	Helen G. Steele.

COMMITTEES.

BOOKS.

C. E. Yeater, Gertrude C. Smith, Helen G. Steele.

EXECUTIVE.

Dr. G. E. McNeil, Lee Montgomery, Gertrude C. Smith.

FINANCE.

Lee Montgomery, C. E. Messerly, F. W. Phipps.

COMPLAINTS.

F. W. Phipps, Helen G. Steele, G. H. Scruton.

BUILDING AND GROUNDS.

C. E. Messerly, C. E. Yeater, Teresa M. Burrowes.

PERIODICALS.

G. H. Scruton, Teresa M. Burrowes, Helen G. Steele.

LIBRARY STAFF

LIBRARIAN

Florence Whittier.

ASSISTANTS

Marguerite McDaniel, Valeria Easton,
Sarah Knight McLaughlin.

Thirteenth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 1, 1908

To the Mayor and City Council, Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472 of the Revised Statutes of Missouri of 1899, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on May 12, 1908, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1908. These reports are accordingly herewith respectfully submitted.

GEO. E. McNEIL,
President of the Board of Directors.

CIRCULATION

	1907								1908				
	May	June	July	August	September	October	November	December	January	February	March	April	Total
General and Magazines	74	72	84	106	98	104	171	97	112	128	132	133	1311
Philosophy	12	10	12	17	11	10	6	7	20	21	34	16	176
Religion	21	28	22	31	22	32	37	36	46	44	47	45	411
Sociology	32	26	6	20	24	22	27	18	41	50	89	47	402
Language			2	2			2	1	2	5	3	1	18
Science	44	40	26	22	21	33	36	24	42	40	51	44	423
Useful Arts	23	19	27	19	20	19	22	17	27	31	64	33	321
Fine Arts	27	29	32	27	11	11	32	13	25	34	61	34	336
Literature	82	86	57	59	57	80	98	76	100	132	122	90	1039
History and Travel	105	83	59	86	68	101	110	79	114	142	139	131	1217
Biography	42	26	14	32	22	41	41	56	71	65	83	62	555
Fiction	1985	1815	1883	2031	1514	1668	2056	2219	2726	2766	2787	2422	25872
Juvenile Fiction	834	756	898	896	617	786	928	886	929	927	953	937	10347
Juvenile Non-Fiction	338	327	319	313	188	310	403	297	368	346	359	380	3948
Total	3619	3317	3441	3661	2673	3217	3969	3826	4623	4731	4924	4375	46376
Books circulated at Mr. Otis Smith's drug store													420
Grand Total													46796

MONEY COLLECTED AT THE LIBRARY

1907-1908	Fines	Postal Cards	Reader's Cards	Lost Books	Duplicate Books and Magazines sold	Catalogs	TOTAL
May	$14.01	$.35	$.10	$ 1.60	$.10	$.20	$16.36
June	13.97	.82	.10	1.05		.10	16.04
July	10.89	.35	.10	.50			11.84
August	8.89	.45	.20	.50		.20	10.24
September	8.51	.24	.20				8.95
October	11.56	.45		.50		.10	12.61
November	12.84	.95	.20	.22		.20	14.41
December	12.28	1.01		.45			13.74
January	10.95	1.13					12.08
February	7.38	1.46					8.84
March	11.77	.98	.10				12.85
April	15.81	1.31	.10	.60			17.82
Total	$138.86	$ 9.50	$ 1.10	$ 5.42	$.10	$.80	$155.78

GIFTS

	Vol.	Pam.	Miscellaneous
Allegheny (Pa.) Carnegie Free Library		2	
American Book Company	1		
American Library Association		2	
American Society for the prevention of cruelty to animals	1		
American Swedenborg Society	23		
Atwill, D. H			Magazines
Baptist Church, Sedalia, Mo	2		
Barnett, J. W	1		
Brockton (Mass.) Public Library		2	
Burlington (Iowa) Free Public Library		1	
Carnegie Institute, Pittsburg, Pa	1		
Carpenter, Mrs. Harry			Magazines
Carr, Mr	1		
Central College, Fayette, Mo		1	
Christian College, Columbia, Mo		1	
Connecticut State Board of Education		1	
Davenport (Iowa) Public Library		1	
Dayton (Ohio) Public Library and Museum		1	
Drury College, Springfield, Mo		1	
Dubbs, Miss Myrtle	1		
Enoch Pratt Free Library, Baltimore, Maryland		1	
Erie Public Library, Erie, Pa		2	
Evans, Mrs. C. C	1		Magazines
Evanston (Ill.) Public Library		3	
Glover, Mrs. E. G			Magazines
Grafton, C. C	1		
Harbaugh, Mrs. W. M			Magazines
Hurlbut, Mrs. W. E			Magazines
Illinois Humane Society, Chicago, Ill		1	

	Vol.	Pam.	Miscellaneous
Kemper Military School, Boonville, Mo		1	
La Grange College, La Grange, Mo		1	
Lawrence (Kans.) Public Library		1	
Lexington (Ky.) Public Library		2	
Los Angeles Chamber of Commerce	1		
Louisiana State Board of Agriculture and Immigration		1	
McGruder, M. A	1		
Major, Mrs. Geo			Magazines
Meyer, Mrs. F. A	10		
Minneapolis (Minn.) Public School Board		1	
Missouri Federation of Labor		1	
Missouri Historical Society		2	
Missouri Insurance Department		1	
Missouri School of Mines		1	
Missouri State Fair Board	1		
Missouri State University		8	
Mohonk Lake Conference on International Arbitration		1	
National Education Association	4		
Oklahoma City (Ok.) Carnegie Public Library		1	
Patterson Library, Westfield, N. Y		2	
Pennsylvania Prison Society		1	
Rhode Island College of Agriculture		2	
Ross, Blanche	1		
Rush, Marie	1		
St. Louis Public Library		1	
St. Louis University		4	
Sedalia Capital			Magazines
Sedalia Printing Company	2		
Sheldon, H. I	1		
Smith, Miss Gertrude			Magazines

	Vol.	Pam.	Miscellaneous
Stone & Webster Engineering Corporation		1	
Strickler, W. M.	1		
Texas University, Austin, Texas		3	
Thruston, A. B.	24		
U. S. Government	16	265	
Vandiver, W. D.	1	1	
Washington University		1	
Westminster College	1		
Wilmington Institute Free Library, Wilmington, Del.		10	
Wisker, Mr. Van B.			Magazines Pictures
		Early	Newspapers
Wolfe, Joe	1		
Yeater, Mrs. C. E.			Magazines

LIST OF PERIODICALS

ON FILE IN THE READING ROOM

American Boy.
American Library Association Book List.
American Magazine.
American Monthly Review of Reviews.
*Appeal to Reason.
*American School of Home Economics Bulletin.
Atlantic Monthly.
*Baptist Flag.
*Blacksmith's Journal.
Bookman.
*Carnegie Library, Pittsburg, Bulletin.
Cassell's Little Folks.
Century.
Chautauquan.
*Chicago Daily Socialist.
Chicago Record-Herald.
Children's Magazine.
Collier's Weekly.
Cosmopolitan.
Country Life in America.
Cumulative Book Index.
Cumulative Book Review Digest.
Delineator.
*Der Lutheraner.
Dial.
Educational Review.
Engineering Magazine.
Everybody's Magazine.
Forest and Stream.
Forum.
Garden Magazine.
Harper's Monthly.
Harper's Weekly.
*Homeopathic Envoy.
House Beautiful.
Independent.
*Indian's Friend.
International Studio.
*Journal of Osteopathy.
*Journal of Zoophily.
Judge.
*Kansas City Public Library Quarterly.
Kansas City Star.
Kansas City Times.

Ladies' Home Journal.
*Lexington News.
Library Journal.
Library Work.
Life.
Literary Digest.
*Living Church.
*Lutheran Witness.
McClure's Magazine.
Magazine of History.
Manual Training Magazine.
Masters in Art.
*Mission Studies.
Missionary Review.
*Missionary Tidings.
*Missouri Issue.
Munsey Magazine.
Musical America.
Musician.
*Mystic Worker.
Nation.
*National Prohibitionist.
New York Saturday Times Review.
New York Tribune.
Nineteenth Century.
North American Review.
*Our Dumb Animals.
Outing.
Outlook.
Out West.
Popular Science Monthly.
*Public.
Public Libraries.
Puck.
Putnam's Monthly.
Readers' Guide to Periodical Literature.
*St. Louis County Herald.
St. Louis Globe Democrat.
*St. Louis Public Library Bulletin.
St. Louis Republic.
St. Nicholas.
Saturday Evening Post.
Scientific American.
Scientific American Supplement
Scribner's Magazine.
*Sedalia Daily Capital.
*Sedalia Democrat-Sentinel.
*Sedalia Journal.
*Single Tax Review.
Speaker.
Success.
Sunday School Times.
Theatre.
*U. S. Agriculture Departement of Climate and Crop Service Report.
*U. S. Commerce and Labor Department; Monthly Summary of Commerce and Labor.

*U. S. Labor Bureau Bulletin.
*U. S. Official Patent Office Gazette.
*U. S. Public Documents Catalog
*Western Empire.
Western Musical Herald.
*Westminster Monthly.
*Westminster News Letter.
*World's Events.
*World Wide Missions.
World's Work.
Youth's Companion.

*Gifts.

REPORT OF THE FINANCE COMMITTEE

Sedalia, Mo., May 1, 1908.

To the President and Directors of the Sedalia Public Library:

Your Finance Committee respectfully submits the following annual report, showing the receipts and disbursements for the year ending April 30, 1908:

RECEIPTS.

April	Revenue	$ 113.84
May	"	79.54
June	"	71.48
July	"	42.01
Aug.	"	22.35
Sept.	"	44.50
Oct.	"	164.33
Nov.	"	872.10
Dec.	"	2868.98
Jan.	"	504.88
Feb.	"	248.92
March	"	230.71

Total Revenue from City.....$5263.64

May	Fines	$ 16.36
June	"	16.04
July	"	11.84
Aug.	"	10.24
Sept.	"	8.95
Oct.	"	12.61
Nov.	"	14.41
Dec.	"	13.74
Jan.	"	12.08
Feb.	"	8.84
March	"	12.85
Apr.	"	17.82

Total Fines.....$ 155.78

Total Revenue.....$5419.42
Balance on hand, May 1, 1907..... 1939.01

TOTAL.....$7358.43

DISBURSEMENTS.

Librarian's salary	$ 799.99*	
Ass't Librarian's salary	475.00	
Ass't Librarian's salary	262.50	
Ass't Librarian's salary	110.00	
Janitor's salary	425.00	
Total salaries		$2072.49
Repairs	$ 710.48	
Printing	98.70	
Ice	26.10	
Telephone	18.00	
Lawn	23.25	
Heat	199.61	
Light	223.25	
Supplies	460.27	
Insurance	120.00	
Total Incidental Expenses		$1879.66
New Books	$1433.13	
Periodicals	191.05	
Binding	276.45	
Total for Books and Binding		$1900.63
Total Expense		$5852.78
Balance on hand, May 1, 1908	1505.65	
TOTAL		$7358.43

LEE MONTGOMERY,
Chairman of Finance Committee.

* Librarian absent without pay two months.

NEW YORK LIBRARY

Sedalia Public Library

Fourteenth Annual Report

1909

FOURTEENTH ANNUAL REPORT

OF THE

Board of Directors

OF THE

Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30th, 1909

SEDALIA, MISSOURI
BOTZ & SONS PRINTING CO., Inc.
1909

Sedalia Public Library

Board of Directors for the Year 1909-10

OFFICERS.

President	C. E. Messerly
Vice-President	G. H. Scruton
Secretary	Jessie Blair

DIRECTORS

Term expires 1910	Term expires 1911	Term expires 1912
C. E. Messerly	G. H. Scruton	Jessie Blair
F. W. Phipps	Gertrude S. Brenneman	E. D. Bosserman
C. E. Yeater	Helen G. Steele	J. E. Nicholson

COMMITTEES

BOOKS

C. E. Yeater — Gertrude S. Brenneman — Jessie Blair

EXECUTIVE

C. E. Messerly — J. E. Nicholson — Gertrude S. Brenneman

FINANCE

F. W. Phipps — Jessie Blair — E. D. Bosserman

COMPLAINTS

Helen G. Steele — C. E. Yeater — G. H. Scruton

BUILDING AND GROUNDS

E. D. Bosserman — F. W. Phipps — J. E. Nicholson

PERIODICALS

G. H. Scruton — Jessie Blair — Helen G. Steele

LIBRARY STAFF

LIBRARIAN

Florence Whittier.

ASSISTANTS

Marguerite McDaniel — Valeria Easton

Sarah Knight McLaughlin.

Fourteenth Annual Report
OF THE
Sedalia Public Library

Sedalia, Mo., June 8, 1909

To the Mayor and City Council, Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472 of the Revised Statutes of Missouri of 1889, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on June 8, 1909, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1909. These reports are accordingly herewith respectfully submitted.

GEO. E. McNEIL,
President of the Board of Directors.

REPORT OF THE PRESIDENT

To the Board of Directors of the Sedalia Public Library:

In accordance with the requirements of the by-laws, I submit herewith my report as president of the Board for the year ending April 30, 1909.

No changes have been made in the staff during the year. The Librarian and assistants have been enthusiastic, efficient and faithful. They constantly endeavor to cultivate among the patrons of the library a taste for the best in literature and discourage as much as possible the use of trashy novels. They thus become more and more important influences in the literary life of the city.

I am convinced that mothers and fathers do not sufficiently realize the importance of a well developed taste for good literature in their children. When you can get boys and girls to like a good book better than the frivolities of society and loitering about the streets, you have done much to direct their lives along safe channels. The Library in all its activities seeks to cooperate with parents that this very desirable condition may be attained among our young people.

No money contributed by our people is, in my opinion, better used than that which maintains our Library. The only regret we have regarding the finances of this institution is, that they are not sufficient to purchase many books that should be placed on the shelves. No one, I feel sure, who frequents the library and sees the large number who make use of the reading rooms, will begrudge one cent of what it costs.

Last summer all of the walls of the main floor and of the Art Room and Hall of the second floor were redecorated. This is the first time since the building was completed in 1901. The walls are now painted in different shades of brown with cream ceilings which tone in well with the dark oak woodwork.

The work of the year has continued along established lines, no new policies have been inaugurated, no notable events have occurred. The report of the librarian and finance committee will give you in detail the operations of the year.

Owing to failing health, Mrs. Teresa M. Burrowes has severed her connection with this Board. I join with you in an expression of regret and a wish for her recovery. She was always prompt in attendance, always helpful and always faithful in the performance of her duties as a member of the Board. The death of Mr. Lemon, a faithful member of the Board of Directors, occurred last May to the regret of all. Mr. F. W. Phipps was appointed in his place.

I again thank the members of the Board for their uniform courtesy and assistance during the year.

Respectfully submitted,

GEO. E. McNEIL,
President of the Board.

STATE OF MISSOURI, }
COUNTY OF PETTIS. } ss.

This affiant, Geo. E. McNeil, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

THAT, all such parts of the reports of the President, Librarian and Finance Committee for the year ending April 30, 1909, as relate to the receipt and expenditure of money, the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge or belief.

GEO. E. McNEIL,
President.

Subscribed and sworn to before me this 9th day of June, 1909.

My commission expires March 8th, 1911.

H. D. MUIR,
Notary Public.

REPORT OF THE LIBRARIAN

To the Board of Directors of the Sedalia Public Library:

I have the honor to submit the fourteenth annual report of the Sedalia Public Library for the year ending April 30, 1909.

The work of the Library during the past year has differed little from that of preceding years except that a thorough inventory has been taken of the material in the basement. All useless magazines, books and papers have been given away or destroyed. The U. S. government documents have been put into good working order and many sacks of duplicates returned to the Superintendent of documents. The Missouri documents are shelved together. The same process of elimination has been applied to all departments of the library from the Stack room shelves to the Reader's cards filed at the Loan desk.

In spite of the large number of books discarded and of Reader's cards cancelled the growth of the Library shows a decided advance over last year.

The circulation exceeded all previous years by over sixteen hundred. Almost three hundred more books were purchased this year than ever before. More binding has been done. Ninety-six feet of shelving has been added to the Reference room.

ACCESSIONS

Books added during the year were 1888. Books deducted because worn out or lost, were 412. Net gain during the year 1476. Total number in the Library at the present time, exclusive of uncataloged government documents, is 11518. A table of accessions is appended to this report.

Among the many interesting books added during the year, I wish to make special mention of some additions to the Reference room.

Bailey—Cyclopedia of American Agriculture. 4 vol.

Hoyt—Cyclopedia of Practical Quotations.

Deems—Holy Days and Holidays.

Bliss—New Encyclopedia of Social Reform.

Freeman—World's Commercial Products.

Dana—Household Book of Poetry.

Walsh—Handbook of Literary Curiosities.

Strong—Social Progress.

Colby—New International Year Book.

Bryant—New Library of Poetry and Song.

Hubbard—American History and Encyclopedia of Music. 10 vol.

Stephen—Dictionary of National Biography. Vol. 1-15.

The following bound periodical sets have been completed this year: American Monthly Review of Reviews, Atlantic Monthly, Chautauquan, Harper's Monthly, McClure's Magazine, Outlook, Scribner's Magazine, Scribner's Monthly and World's Work. Also the following have been partially completed; North American Review 1883-date, Popular Science Monthly 1896-date, Scientific American 1897-date, Scientific American Supplement 1889-date.

Twelve periodicals have been added. Thirty-five German novels have been selected from the A. L. A. List of German books. These have been much appreciated. The classes of History, Drama and Poetry have been so increased that next year attention can be turned to other classes. The books needed by the High School students for their required reading have been duplicated sufficiently to meet the demand.

There have been many notable gifts made to the Library this year. The Ladies Musical Club gave us Hubbard's American History and Encyclopedia of Music, a valuable ten volume set. Mr. O. D. Noble gave us many magazines and books which were needed additions. Mr. John Brenneman and Mr. C. E. Baker gave many bound volumes of Sedalia newspapers to the Library. Miss Jessie Blair made a permanent loan to the Library of a large cabinet full of geological specimens collected by her father. Mrs. B. B. Graham of St. Louis presented the Children's room with a large framed picture of Mount Vernon. The St. Louis Mercantile Library presented us with fourteen bound volumes of the Atlantic Monthly which we lacked. GIFTS

Many church organizations have been most generous in giving to the Library their church papers. The publishers of the Sedalia newspapers have continued to favor the Library with the daily issue and to print notes about the Library each week.

A list of gifts is appended to this report.

The circulation of books at the main Library for home use was 47,649. Books circulated at Mr. Otis Smith's drug store in East Sedalia numbered 776, making a total of 48,425, an increase over last year of 1629. CIRCULATION

The number of juvenile books circulated was 32 per cent of the whole. Fiction was 57 per cent.

The Library was open for lending books 305 days and the average daily circulation was 158.

Open shelving was put in Mr. Smith's drug store during the winter and this has aided in doubling the circulation there this year.

Tabulated statistics for each month and each class are appended to this report.

REGISTRATION

Seven hundred and thirty-nine readers have been registered during the year. Of these 409 are adults, 330 children, 14 from Pettis County outside of Sedalia. Three readers died during the year and 159 left town.

Statistics are appended to this report.

REFERENCE

No statistics have been kept of the books used for reference, or of the attendance in the Reference room, but this has been a particularly busy year. Many times every seat has been occupied and two persons have been constantly assisting patrons. Two hundred and forty-five volumes of bound magazines were shelved in the Reference room during the year and 363 books rebound.

CHILDREN

The weekly story hour was continued during the summer. Mrs. Mason, Mrs. Garrett, Mrs. Wallace, Miss Fitzgerald, and Mr. John Montgomery very kindly assisted the Library Staff and entertained the children during several story hours. At Hallowe'en, Thanksgiving, Christmas and Lincoln's birthday special story hours were held and the Children's room was decorated to suit the occasion. Lists of good stories were given to the children and the room was crowded to its utmost capacity.

The work done in Manual Training by the schools has been exhibited from time to time in the Children's room. The exhibits that particularly attracted attention were the Valentine and George Washington exhibits.

This year the librarian has made a special effort to get better acquainted with the teachers. Talks were made at the County institute, Teacher's meet-

ings and stories were told in many of the school rooms especially at anniversaries such as that of Joel Chandler Harris when Uncle Remus stories were told to four rooms.

DELIVERY ROOM

The bulletin board was kept supplied with pictures relating to current events, anniversaries of celebrated men, brief lists of books on various topics and announcements of new books. Special lists have been prepared for all clubs in the City and for the High School teachers.

ART EXHIBIT

Under the auspices of the Sorosis Club an exhibit of paintings by St. Louis artists was held in the Art room of the Library on the 29th and 30th of April.

An exhibit of art post cards was loaned by Miss Laura Yeater of Warrensburg.

PICTURES

During the year our collection of pictures has increased. We now have 1980, an increase of 414 over last year. These have been used in our work with the schools and in the Children's room.

DUPLICATE RENTAL COLLECTION

Money received from renting duplicate copies of recent fiction was $18.41. Balance from last year was $7.08, making a total of $25.49. Expenditures for books amounted to $11.20.

MISSOURI LIBRARY ASSOCIATION

Through the courtesy of the Library Board Miss Easton and Miss Whittier attended the meeting of the Missouri Library Association at Moberly.

For your generous appreciation of the services of the Staff and for your encouragement at all times in our work, I thank you most heartily.

Respectfully submitted,

FLORENCE WHITTIER,

Librarian.

REGISTATION OF READERS

Cards in force April 30, 1908	4949
Cards withdrawn during the year	541
New cards issued during the year	739
Cards in force April 30, 1909	5147

ACCESSIONS.

Books in Library, May 1, 1908			10016
Book found which were reported lost			26
Total in the Library			10042
Books added by purchase	1484		
Books added by gift	235		
Books added by binding	141		
Books added by transfer from duplicate rental collection	10		
Books added from duplicate reserve	18		
TOTAL		1888	

DEDUCTIONS.

Books worn out	375		
Books lost by readers and paid for	2		
Books lost by readers and not paid for	15		
Books lost from the shelves	20		
TOTAL		412	
Net gain during the year			1476
Total number in library exclusive of uncatalogued government documents			11518

ACCESSIONS BY CLASSES.

	Adult	Juvenile	Reference	
General works	4		301	
Philosophy	19	1		
Religion	12	1	4	
Sociology	60	25	6	
Language	11		1	
Science	26	21	2	
Useful arts	33	9	24	
Fine arts	20	9	32	
Literature	200	18	7	
History and Travel	120	34	5	
Biography	50	15	15	
Fiction	630	141		
Public Documents	32			
TOTAL	1271	274	397	
GRAND TOTAL				1888

GIFTS

	Vol.	Pam.	Miscellaneo
American Society for the prevention of cruelty to animals		4	
Association for International Conciliation		28	
Atlas Portland Cement Company	1	12	
Baker, C. E.			41 Bd. news paper
Ball, W. D. H.	10		
Barnett, J. H.	2		
Barnett, J. W.	4		
Brenneman, J. S.			38 Bd. news paper
Carnegie, Andrew	1		
Carnegie Library, Pittsburg, Pa.		4	
Carnegie Hero Fund Commission		1	
Central Business College, Sedalia, Mo.		1	
Central States Mission, Independence, Missouri	1	1	
Choate, J. H.		1	
Christian College, Columbia, Mo.	1		
Christian Science Publishing Co.	1		
Cleveland Public Library		1	
Decatur, Ill., Public Library		1	
Drury College, Springfield, Mo.		1	
Evanston, Ill., Public Library		1	
Graham, Mrs. B. B.			Pictu
Indiana Library School, Indianapolis, Indiana		2	
International Bureau of American Republics, Washington, D. C.		1	
Knights of Columbus, Sedalia, Mo.	1		
Ladies Musical Club, Sedalia, Mo.	10		

	Vol.	Pam.	Miscellaneous
Lake Mohonk Conference on International Arbitration		1	
Landmann, Mrs. Frank			Magazines
Library of Congress	1		163 Magazines
McKinley Memorial	1		
McNeil, Dr. G. E	2		
Major, Doris	1		
Michigan Library Commission, Lansing, Michigan		1	
Missouri Historical Society, Columbia, Missouri		1	
Missouri School of Mines and Metallurgy		1	
Missouri State University		2	
Missouri Valley College		2	
Montgomery, Mrs. John			Vase
National Arbitration Peace Congress	1		
National Education Association	1		
Noble, O. D	52		Magazines
O'Brien, Mrs. V	20		
Ottumwa, Iowa, Public Library		1	
Peoria, Ill., Public Library		1	
Railway News Bureau, Chicago, Ill	1		
Raymond, G. L	3		
Rhode Island College of Agriculture		2	
Rush, Marie			Magazines
St. Joseph, Mo., Public Library		1	
St. Louis Mercantile Library	14	1	
St. Louis Public Library		1	
St. Louis Republic	1		
St. Louis University		1	
Schaer, Mrs. F	1		
Schultz, Mrs. S. W			Magazines
Sedalia Printing Company	1		

	Vol.	Pam.	Miscellaneous
Shively, Mrs. G. R.			Buffalo horns
Simplified Spelling Board		14	
Steele, Mrs. W. D.			Magazines
Stern, Mrs. David			Magazines
Thomas, Mrs. D. H.			Magazines
U. S. Government	35	96	
University of Texas		1	
Vandiver, W. D.	1		
Vivisection Reform Society	1	2	
Walmsley, John	1	1	
Washington University		1	
Wentworth Military Academy, Lexington, Mo.		1	
Westminster College, Fulton, Mo.	1	1	
Wilmington Institute, Wilmington, Delaware		6	
Wisker, Mrs. Van B.	1	2	
Worcester, Mass., Public Library		1	
Wright, Mrs. R. H.	10		

LIST OF PERIODIDALS

ON FILE IN THE READING ROOM

*Ambition.
American Boy.
*American Issue.
American Library Association Book List.
American Magazine.
*American Monthly Magazine.
American Monthly Review of Reviews.
*American School of Home Economics.
*Appeal to Reason.
Atlantic Monthly.
*Baptist Flag.
*Blacksmith's Journal.
Bookman.
*Carnegie Library, Pittsburg, Bulletin.
Cassell's Little Folks.
Century.
Chautauquan.
*Chicago Daily Socialist.
Chicago Record-Herald.
Children's Magazine.
*Christian Socialist.
Collier's Weekly.
*Congressional Record.
Cosmopolitan.
Country Life in America.
Craftsman.
Cumulative Book Index.
Cumulative Book Review Digest.
Current Events.
Delineator.
*Der Lutheraner.
Dial.
Educational Review.
Engineering Magazine.
*Esperanto Bulletin.
Everybody's Magazine.
Forest and Stream.
Forum.
Garden Magazine.
*Gleanings in Bee Culture.
*Gospel Trumpet.
Harper's Monthly.
Harper's Weekly.
*Homeopathic Envoy.
House Beautiful.
Independent.
International Studio.
Judge.
*Kansas City Public Library Quarterly.
Kansas City Star.
Kansas City Times.
Keramic Studio.
Ladies' Home Journal.
*Lexington News.

*Liahona.
Library Journal.
Library Work.
Life.
Literary Digest.
Living Age.
*Lutheran Witness.
McClure's Magazine.
Manual Training Magazine.
Masters in Art.
Missionary Review.
*Missionary Tidings.
Missouri Historical Review.
*Modern Sanitation.
Munsey's Magazine.
Musical America.
*Mystic Worker.
Nation.
*National Farmer.
*National Prohibitionist.
New York Saturday Times Review.
New York Tribune.
Nineteenth Century.
North American Review.
*Our Dumb Animals.
Out West.
Outing.
Outlook.
Pacific Monthly.
*Pennsylvania Magazine.
Popular Science Monthly.
*Practical Engineer.
Psychotherapy.
*Public.
Public Libraries.
Puck.
Putnam's Monthly.
Readers' Guide to Periodical Literature.
*St. Louis County Herald.
St. Louis Globe Democrat.
*St. Louis Public Library Bulletin.
St. Louis Republic.
St. Nicholas.
Saturday Evening Post.
Scientific American.
Scientific American Supplement
Scribner's Magazine.
*Sedalia Daily Capital.
*Sedalia Democrat-Sentinel.
*Sedalia Journal.
*Signs of the Times.
*Single Tax Review.
Speaker.
Story Hour.
Success.
Sunday School Times.
Theatre.
*U. S. Agriculture Department. Climate and Crop Service Report.
*U. S. Commerce and Labor Department. Monthly Summary of Commerce and Labor.
*U. S. Congress. Congressional Record.

*U. S. Patent Office. Official Patent Office Gazette.
*U. S. Superintendent of Documents. Monthly Catalogue.
*Western Empire.
*Western Investors Review.
Western Musical Herald.
*Westminster Monthly.
*Westminster News Letter.
World's Work.
Youth's Companion.

*Gifts.

REPORT OF THE FINANCE COMMITTEE

Sedalia, Mo., May 1, 190

To the President and Directors of the Sedalia Public Librar

Your Finance Committee respectfully submits the followi annual report, showing the receipts and disbursements for t year ending April 30, 1909:

RECEIPTS.

April	Revenue	$ 88.86
May	"	98.38
June	"	73.34
July	"	48.11
Aug.	"	60.14
Sept.	"	39.30
Oct.	"	354.73
Nov.	"	689.20
Dec.	"	3200.76
Jan.	"	710.10
Feb.	"	197.55
March	"	157.80

Total Revenue from City $5718.27

May	Fines	$ 32.11
June	"	48.76
July	"	4.90
Aug.	"	12.26
Sept.	"	11.67
Oct.	"	15.92
Nov.	"	32.28
Dec.	"	18.87
Jan.	"	15.82
Feb.	"	22.31
March	"	18.82
Apr.	"	27.79

Total Fines $ 261.51

Total Revenue $5979.78
Balance on hand, May 1, 1908 1505.65

TOTAL $7485.4

DISBURSEMENTS.

Librarian's salary		$1000.00
Ass't Librarian's salary		540.00
Ass't Librarian's salary		270.00
Ass't Librarian's salary		110.00
Janitor's salary		430.00
Total salaries		$2350.00
Ice	$ 26.50	
Lawn and trees	7.75	
Heat	359.74	
Light	231.50	
Printing	69.45	
Repairs and furnishings	455.75	
Supplies	344.52	
Insurance	114.00	
Total Incidental Expenses		$1609.21
New Books	$1409.68	
Periodicals	223.60	
Binding	300.75	
Total for Books and Binding		$1934.03
Total Expense		$5893.24
Balance on hand, May 1, 1909		1592.19
TOTAL		$7485.43

LEE MONTGOMERY,
Chairman of Finance Committee.



Sedalia Public Library

Fifteenth Annual Report

1910



FIFTEENTH ANNUAL REPORT

OF THE

Board of Directors

OF THE



Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30, 1910

SEDALIA, MISSOURI
BOTZ & SONS PRINTING CO., Inc.
1910

Sedalia Public Library

Board of Directors for the Year 1910-11

OFFICERS

President	C. E. Messerly
Vice-President	G. H. Scruton
Secretary	Jessie Blair

DIRECTORS

Term expires 1911	Term expires 1912	Term expires 1913
G. H. Scruton	Jessie Blair	C. E. Messerly
Gertrude S. Brenneman	E. D. Bosserman	Lee Montgomery
Helen G. Steele	J. E. Nicholson	C. E. Yeater

COMMITTEES

BOOKS

C. E. Yeater — Gertrude S. Brenneman — Jessie Blair

EXECUTIVE

C. E. Messerly — J. E. Nicholson — Gertrude S. Brenneman

FINANCE

Lee Montgomery — Jessie Blair — E. D. Bosserman

COMPLAINTS

Helen G. Steele — C. E. Yeater — G. H. Scruton

BUILDING AND GROUNDS

E. D. Bosserman — Lee Montgomery — J. E. Nicholson

PERIODICALS

G. H. Scruton — Jessie Blair — Helen G. Steele

LIBRARY STAFF

LIBRARIAN

Mary Lytle

ASSISTANTS

Marguerite McDaniel — Valeria Easton

APPRENTICE

Josephine Franklin

Fifteenth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 7, 1910

To The Mayor and City Council, Sedalia, Mo.:

GENTLEMEN:—In accordance with section 6472 of the Revised Statutes of Missouri of 1889, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on June 7, 1910, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1910. These reports are accordingly herewith respectfully submitted.

C. E. MESSERLY,
President of the Board of Directors.

REPORT OF THE PRESIDENT

To the Board of Directors of the Sedalia Public Library:

In accordance with the requirements of the by-laws, I submit herewith my report as President of the Board for the year ending April 30, 1910.

Two changes have been made in the staff during the year.

Miss Whittier, who during her two years of service had shown herself a most efficient librarian, resigned the first of October. We feel her departure a great loss to the library, but we have been very fortunate in securing the services of Miss Lytle, who came highly recommended and has proven herself a worthy successor.

Miss Sarah Knight McLaughlin, third assistant, resigned to attend the State University.

I am pleased to note the increase of circulation at the library, more than 5000 over that of last year—in particular that at the East Sedalia Branch which nearly doubled during the year.

Tungsten lights have been installed throughout the building, and new shelving added.

Our growing collection of books makes it necessary to install additional shelving on the lower floor of the stack room, as originally planned by the architects but at the time omitted for lack of funds.

The present charging desk is now found too small and inconvenient for the working force and a new one of more modern arrangement is planned for. This will mean a great saving of labor to the librarian and her assistants.

From the beginning we have been hampered by the lack of funds for the purchase of books, for the reason that the Board assumed a large indebtedness for the purchase of lot

and furniture. That debt having been paid, we are now installing the new furnishings above mentioned so badly needed for many years, and with our increased revenue we hope to be able in the future better to satisfy the constant demand for books, and especially to provide more adequately for the needs of our schools.

Respectfully submitted,

C. E. MESSERLY,

President of the Board.

STATE OF MISSOURI, }
COUNTY OF PETTIS. } ss.

This affiant, C. E. Messerly, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

THAT, all such parts of the reports of the President, Librarian and Finance Committee for the year ending April 30, 1910, as relate to the receipt and expenditure of money, the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge or belief.

C. E. MESSERLY,
President.

Sworn and subscribed to before me, a notary public for the County of Pettis and State of Missouri, this 3rd day of June, 1910.

My commission expires Aug. 30, 1913.

ABBIE J. HANDLEY,
Notary Public.



REPORT OF THE LIBRARIAN

To the Board of Directors of the Sedalia Public Library:

I have the honor to submit to you the fifteenth annual report of the Sedalia Public Library, for the year ending April 30, 1910.

This report covers five months of the administration of the former librarian, Miss Florence Whittier, three months under Miss McDaniel, as acting librarian, and four months of the service of the present librarian, whose work began the fourth of January. The librarian, therefore, feels some hesitation in presenting the account of the year's work of which she has done only a small part. It is evident, however, that the library is becoming better known and more appreciated in Sedalia. To this, the largely increased use of books for home reading and in the reference room testifies.

ACCESSIONS

There are now in the library 12462 books, exclusive of government documents and duplicate books shelved in the basement. 1194 books were added during the year; 832 of these by purchase, the rest from the various sources as shown in the statistics given at the end of this report. 253 books were withdrawn for the different reasons shown in the statistical table, making the net gain 941.

Special attention was given to supplying full sets of several standard authors. The works of Irving, Ruskin, and Stevenson were bought; complete sets of Cooper and Scott were placed in the children's room, and a new set of the Stoddard lectures was added to the adult shelves.

The following additions to the Reference collection deserve mention:

New international yearbook for 1906.
Ridgway. Birds of north and middle America. 4 vol.
Stephen. Dictionary of national biography, Vols. 16–22.
Studer. Birds of North America.

GIFTS

The library has received during the year many books and pamphlets as gifts, a list of which is given at the end of this report. Mr. S. K. Bullard gave about 50 volumes. Among these were the complete works of Scott, which we were very glad to have for the children's room and a fine copy of Dante's Inferno, with the Dore illustrations. Mrs. J. B. Byng and Miss Kaler each gave a number of books and magazines. Several organizations continue to give us their publications, and we are much indebted to the publishers of the Sedalia papers both for the gift of the current issues and for their courtesy in printing library news and lists of books.

CIRCULATION

During the year, 52149 books were circulated at the main library; 1341, at Mr. Smith's drugstore in East Sedalia, nearly double the number issued there last year, making a total circulation of 53490, an increase over last year of 5065. The juvenile books issued were 31 percent of the whole number; fiction, 55 percent of the whole.

PAMPHLETS

The collection of pamphlets is being revised, old and useless things discarded and new material added. Many subjects on which we have no books are well treated in pamphlets and we are trying to gather these and arrange them in easily accessible files.

In the effort to extend the use of the library as much as possible, short lists of books on various subjects have been printed and distributed at different places — at the Y. M. C. A., at the railroad shops, at the schools, etc. Items of interest about the library, lists of new books and brief bibliographies on subjects of current interest have been printed every week in the Democrat-Sentinel and the Sedalia Capital. PRINTED LISTS

A re-registration of all readers has been begun and all expired cards have been cast out. For this reason we seem to have fewer readers now than we had last year, though as a matter of fact we have added 860 new names. It is intended to have this process of re-registration going on all the time hereafter, so that the list of borrowers will be constantly correcting itself. REGISTRATION

New cards issued during the year were 860. Cards expired and withdrawn, 1789. Our total number of borrowers is 4218.

137 magazines were bound and added to the reference collection. 401 other books were bound or resewed. BINDING

Whenever possible children's books in special library binding have been purchased, as the ordinary publishers' binding is not equal to the strain put upon it.

The use of the reference room has shown a decided increase. This has been particularly noticeable in the case of High School students, who have used the library for help in their work more than ever before. Special reservations have been made for them at different times, both for their required reading in English and to assist them in special topic work. The library is particularly glad to co-operate with the schools in these and all other ways. REFERENCE

It has been especially gratifying to notice the large numbers who come to the library on Sunday afternoons. Many of these Sunday readers are men who cannot come often during the week.

Reference work for the different clubs has been done and a multitude of questions looked up for inquirers at the desk or by telephone. We regard the reference work done by the library as one of its most important duties and hope that the people will learn to call upon its resources more and more.

CHILDREN

During the summer, stories were told to the children each week. In June Miss McDaniel told of the Greek gods and goddesses; in July Miss Whittier recounted the history of the Trojan war and its heroes; in August Miss Curran told miscellaneous stories. To accompany this series of stories on Greek mythology several very artistic bulletins made by Miss McLaughlin were displayed.

SCHOOLS

Last year Miss Whittier visited the schools, telling stories of foreign countries to the children in connection with their geography work. This spring a beginning was made at giving all eighth grade pupils some definite instruction in the use of the library. Three rooms have been visited so far. The librarian has given half hour talks on four successive days to each room about the arrangement of books at the library, the catalog, the periodical indexes and the reference books. Following these talks, the children have come to the library in small groups for an hour's practice in finding books and magazine articles for themselves. The children have shown great interest and it has given to many of them a gratifying insight into the plan of the library and a feeling of ability to help themselves. It is hoped that such work as this continued year after year may result in greater use

of the library among the High School students and perhaps even more particularly among those whose school work ends with the eighth grade. For suggestions and plans for this work, the librarian is much indebted to Miss Mary A. Smith, of the Eau Claire, Wisconsin, Public Library, who has been very successful in doing similar work there.

SHELVING

450 feet of pine shelving have been added in the basement for duplicate magazines and government documents and 30 feet of oak shelving in the delivery hall to accomodate those bound magazines for which there is not space at present in the reference room.

STAFF

Weekly staff meetings have been continued during the year, at which current events are discussed, new books reviewed, reference books studied and library matters talked over. These meetings are held at 8:30 in the morning before the library opens and prove both enjoyable and helpful.

There have been several changes in the staff during the year. Miss Whittier, the former librarian, resigned and her place was not filled till January. During this interval the work was in charge of Miss McDaniel. Miss McLaughlin resigned at the end of March and her place has not yet been filled. On the seventh of March, Miss Josephine Franklin came into the library as an apprentice.

The relations of the staff among themselves and toward the public have been uniformly pleasant. The librarian feels that she has been unusually fortunate in finding such efficient and congenial assistants at the beginning of her work.

MISSOURI LIBRARY ASSOCIATION

Through the courtesy of the Library Board, Miss McDaniel attended the meeting of the Missouri Library Association held at Columbia last October. Miss Easton and Miss McLaughlin were there for

the three days institute just preceding the regular sessions.

DUPLICATE RENTAL COLLECTION

From the rental of duplicate copies of fiction $22.29 were received. The balance from last year was $14.29; expenditures, $29.16; leaving a balance now on hand of $7.42.

NEW STACKS AND DESK

An unusually large balance appears in the treasury this year, due to several causes. The library was without a librarian for about three months and during this time few books were purchased. It has seemed unwise to the present librarian to spend this extra money until she had been here long enough to understand the needs of the institution more thoroughly. Then, too, there are several additions to the library equipment which must be made soon. The present shelf room is nearly all occupied and it will be necessary to build more shelves in the children's room and to add the iron stacks in the basement of the main stack room which were contemplated in the original plan. This will be quite an expense but it is an obvious necessity. Another need more apparent to the staff perhaps than to the public, is a new loan desk. The present one is extremely inconvenient and entirely inadequate in space for the books, magazines and various card files which must be kept there. Plans are on hand for both stacks and desk and it is hoped that they will soon be installed.

I wish to express my appreciation of the courtesy and helpfulness of the members of the Board and the efficient and cheerful service of the staff, all of which has meant so much to me.

Respectfully submitted,
MARY LYTLE,
Librarian.

ACCESSIONS

Books in Library, May 1, 1909		11518
Books found which were reported lost		3
Total in library		11521
Books added by purchase	832	
Books added by gift	143	
Books added by binding	187	
Books added by transfer from duplicate rental collection	24	
Books added from duplicate reserve	8	
Total	1194	

DEDUCTIONS

Books worn out	180	
Books lost by readers and paid for	10	
Books lost by readers and not paid for	16	
Books lost from the shelves	47	
Total	253	
Net gain during the year		941
Total number in library exclusive of uncatalogued government documents		12462

ACCESSIONS BY CLASSES

	Adult	Juvenile	Reference	
General works	6		179	
Philosophy	18			
Religion	32	3	1	
Sociology	32	13	5	
Language	1		1	
Science	21	7		
Useful arts	51	3	16	
Fine arts	40	9	13	
Literature	76	5	2	
History and travel	75	14	1	
Biography	26	2	7	
Fiction	408	107		
Public documents	20			
TOTAL	806	163	225	
GRAND TOTAL				1194

CIRCULATION

	1909								1910				
	May	June	July	August	September	October	November	December	January	February	March	April	TOTAL
General and Magazines	98	100	100	82	79	108	98	104	129	121	117	124	1260
Philosophy	18	20	25	31	28	13	20	22	31	33	37	30	308
Religion	29	42	34	23	40	34	34	50	57	59	57	64	523
Sociology	25	32	41	38	25	24	42	31	72	107	69	54	560
Language		2	6	3	3		1			5	1	6	27
Science	50	46	41	38	23	37	24	21	30	28	39	40	417
Useful arts	22	45	35	37	21	19	42	32	62	70	64	52	501
Fine arts	25	19	23	23	23	47	48	31	43	48	42	28	400
Literature	79	110	140	143	82	120	144	105	154	146	149	133	1505
History and travel	71	93	107	104	86	85	116	90	173	169	156	102	1352
Biography	26	40	35	28	28	27	42	26	73	102	68	50	545
Fiction	2211	2379	2434	2521	2128	2195	2557	2141	2660	2545	2289	2307	28367
Juvenile non-fiction	363	383	484	352	298	268	444	314	493	516	445	492	4852
Juvenile fiction	895	1057	1024	1061	705	760	1139	933	1046	988	879	1045	11532
Total	3912	4368	4529	4484	3569	3737	4751	3900	5023	4937	4412	4527	52149

CIRCULATION AT MR. SMITH'S DRUG STORE

Adult classed books issued	44	
Adult fiction issued	960	
Juvenile classed books issued	77	
Juvenile fiction issued	260	
Total		1341
Grand total		53490

MONEY COLLECTED AT THE LIBRARY

1909–1910	Fines	Postal Cards	New Reader's Cards	Mut. and Lost Books	Catalogs	TOTAL
May	$ 2.56	$.37	$	$ 3.99	$.20	$ 7.12
June	10.21	.62	.40	.75	.05	12.03
July	4.50	.49		.86	.15	6.00
August	25.56	.86	.10		.10	26.62
September	15.16	.41		1.70	.10	17.37
October	20.70	.34	.10	2.53	.15	23.82
November	18.06	1.04	.10		.10	19.30
December	17.02	.53	.20	.50	.05	18.30
January	18.23	.44	.10	.65	.10	19.52
February	19.09	.54	.30	.25		20.18
March	19.32	.40			.15	19.87
April	19.65	.40	.10	2.00	.05	22.20
Total	$190.06	$ 6.44	$ 1.40	$ 13.23	$ 1.20	$212.33

$1.66 book money refunded.

REGISTRATION OF READERS

Cards withdrawn during the year	3223
New cards issued during the year	860
Cards in force April 30, 1910	**4218**

LIST OF DONORS

	Vol.	Pam.	Miscellaneous
Allen, Mr. C. H.	1		
Association for International Conciliation		Pamphlets	
Atlas Portland Cement Co.		7	
Bakewell, Paul		1	
Beatty, J. W.		1	
Bendendorf & Hatch		3	
Boston Economic Club		2	
Bowker, W. H.		1	
Bullard, S. K.			Magazines
Burlington, Ia. Free Public Library		1	
Burrowes Brothers Co.			1 map
Byng, Mrs. J. W.	20		
Cambridge, Mass. Public Library		1	
Cedar Rapids, Ia.		1	
Christian Science Church	1		
Colorado College, Colorado Springs, Colo.		1	
Davenport Iowa Public Library		1	
Davey Tree Expert Co.		2	
Densmore, Emmet	2		
Erie, Penn. Public Library		1	
Evans, Mrs. C. C.			Magazines
Evanston, Ill. Public Library		1	
Federal Furnace League	1		
Fidelity & Casuality Co. N. Y.		1	
Florida University		1	
Fowler, Dr.			Magazines
Glover, J. A. B.			Magazines
Goodwin, J. West			2 pictures

	Vol:	Pam.	Miscellaneous
Griswold, Stephen M	1		
Gurley, W. & L. E.	1		
Hall, Holmes	6		
Harbison-Walker Refractories Co.	1		
Humane Society, Sedalia, Mo.		5	
Inch, Miss Della	3		
Interstate Library Conference Louisville, Ky.		2	
Joplin, Missouri, Board of Education		1	
Kaler, Jessie Mae	8		
Knights of the Maccabees of the World		1	
Lake Mohonk Conference, International Arbitration, Mohonk Lake, N. Y.		1	
Leaming, R. G.			Magazines
Ludemann, Frederick			1 moth
Mechanics Institute Library, San Francisco, Calif.		1	
Minneapolis, Minn. Board of Education		1	
Missouri & Kansas Telephone Co	1		
Missouri Library Commission, Jefferson City, Mo.		2	
Missouri State Normal School, Cape Girardeau, Mo.		1	
Missouri-University	1	1	
Missouri Valley College, Marshall, Mo.		1	
Modern Woodmen of America	8		
Munson-Whitaker Co.	1		
National Child Labor Committee		1	
National Lead Co.		3	
Nelson, E. L.		1	

	Vol.	Pam.	Miscellaneous
Ottumwa Iowa, Public Library		1	
Owatonna, Minn		1	
Potter, Miss Minnie			Magazines
Pratt Institute, Brooklyn, N. Y		1	
Railway News & Statistics Bureau Chicago, Ill		1	
Raymond, G. L	9		
Rhode Island State College, Kingston, R. I		3	
Rollins, E. F. Columbia, Mo	1		
St. Louis Civic League		1	
Sedalia Printing Co	1		
Silver Mfg. Co		2	
Smith, W. R. Washington, D. C		1	
Standard Oil Co		4	
Steele, Mrs. W. D			Magazines
Steele, William			Magazines
Steiger, E	1		
Texas, University of, Austin Texas		1	
U. S. Government		Pamphlets	
Universal Portland Cement Co		4	
Warner, Senator Wm	1		
Westminster College, Fulton, Mo		2	
Whitehead & Hoag Co., Newark N. J		1	
Wilmington Institute Free Library, Wilmington, Del		2	
Wolfe, Joe	2		
Wood, Mrs. E. A	2		
Woodmen of the World		Pamphlets	
Wright, Mrs. A. Dayton	4		
Wright, Mrs. R. H	6		

LIST OF PERIODICALS

ON FILE IN THE READING ROOM

*A. L. A. Booklist
*Ambition
American Boy
American City
*American Issue
American Magazine
*American Monthly Magazine
*American School of Home Economics, Bulletin
*Appeal to Reason
Atlantic Monthly
*Baptist Flag
*Blacksmith's Journal
Bookman
*Carnegie Library, Pittsburgh, Bulletin
Cassell's Little Folks
Century
Chautauquan
Chicago Record-Herald
Children's Magazine
*Christian Science Monitor
Collier's Weekly
*Congressional Record
Cosmopolitan
Country Life in America
Craftsman
Cumulative Book Index
Cumulative Book Review Digest
Current Events
Current Literature
Delineator
*Der Lutheraner
Dial
Educational Review
Electrical World
Engineering Magazine
Engineering News
*Entertaining
Everybody's
Forest and Stream
Forum
Garden Magazine
*Gleanings in Bee Culture
*Gospel Trumpet
Hampton's Magazine
Harper's Monthly
Harper's Weekly
*Homeopathic Envoy
House Beautiful
Independent
*Industrial Magazine
*Institute Tie
International Studio
*Journal of Osteopathy
Judge
*Kansas City Leader
*Kansas City Public Library Quarterly
Kansas City Star
Kansas City Times
Keramic Studio
Ladies Home Journal
*Lexington News

*Liahona
Library Journal
Library Work
Life
Literary Digest
Living Age
*Lutheran Witness
McClure's Magazine
Manual training Magazine
Masters in Art
Missionary Review
*Missionary Tidings
*Missouri Historical Review
Munsey
Musical America
*Musical Courier
*Mystic Worker
Nation
*National Farmer
National Geographic Magazine
*National Prohibitionist
*Nature Guard
New York Saturday Times Review
New York Tribune
Nineteenth Century
North American Review
*Our Dumb Animals
Out West
Outing
Outlook
Pacific Monthly
Popular Mechanics
Popular Science Monthly
*Practical Engineer
*Progress
*Public
Public Libraries
Puck
Reader's Guide to Periodical Literature
Review of Reviews
*St. Louis County Herald
St. Louis Globe-Democrat
*St. Louis Public Library Bulletin
St. Louis Republic
St. Nicholas
Saturday Evening Post
Scientific American
Scientific American Supplement
Scribner
*Sedalia Daily Capital
*Sedalia Democrat Sentinel
*Sedalia Journal
*Single Tax Review
Speaker
Story Hour
Success
Sunday School Times
System
Theatre
*Uncle Remus' Home Magazine
*U.S. Commerce & Labor Dept. Monthly Summary
*U. S. Labor Bureau, Bulletin
*U. S. Official Patent Office Gazette
*U. S. Public Document Catalog
*Western Empire
Western Musical Herald
*Westminster Monthly
*Westminster News Letter
*Womans' National Daily
World's Work
Youth's Companion

*Gifts

REPORT OF THE FINANCE COMMITTEE

Sedalia, Mo., May 1st, 1910.

To the President and Directors of the Sedalia Public Library:

Your Finance Committee respectfully submits the following annual report, showing the receipts and disbursements for the year ending April 30, 1910:

RECEIPTS

May revenue	$62.62
June "	73.69
July "	46.90
Aug. "	30.86
Sept. "	80.72
Oct. "	143.72
Nov. "	788.17
Dec. "	3454.24
Jan. "	607.30
Feb. "	218.10
March "	188.39
April "	96.83
Total revenue from the city	$5791.54

May fines	$	27.79
June "		7.12
July "		12.03
Aug. "		6.00
Sept. "		26.62
Oct. "		17.37
Nov. "		23.82
Dec. "		19.30
Jan. "		18.30
Feb. "		19.52
March "		20.18
April "		19.87
Total fines	$	217.92
Total revenue		$6009.46
*Balance on hand May 1, 1909		1684.57
TOTAL		$7694.03

*This includes the revenue for April, 1909–$92.30, which was not counted in last year's report.

DISBURSEMENTS

Salaries—Staff	$1794.97	
Salary—Janitor	480.00	
Total salaries		$2274.97
Ice	$ 16.80	
Lawn and trees	22.75	
Heat	371.45	
Light	309.30	
Printing	57.30	
Repairs and furnishings	77.70	
Supplies	225.04	
Insurance	162.00	
Total incidental expenses		$1242.34
New books	$ 907.50	
Periodicals	250.60	
Binding	443.35	
Total for books and binding		$1601.45
Total expense		$5118.76
Balance on hand, May 1, 1910		2575.27
TOTAL		$7694.03

F. W. PHIPPS,
Chairman of Finance Committee.



Sedalia Public Library

Sixteenth Annual Report

1911





SIXTEENTH ANNUAL REPORT

OF THE

Board of Directors

OF THE

Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30, 1911

SEDALIA, MISSOURI
BOTZ & SONS PRINTING CO., Inc.
1911

Sedalia Public Library

Board of Directors for the Year 1911-12

OFFICERS

President - - - - -	George H. Scruton
Vice-President - - - -	Gertrude S. Brenneman
Secretary - - - - - - -	Jessie Blair

DIRECTORS

Term expires 1913	Term expires 1913	Term expires 1914
Jessie Blair	C. E. Messerly	George H. Scruton
E. D. Bosserman	Lee Montgomery	Gertrude S. Brenneman
O. M. Barnett	C. E. Yeater	Helen G. Steele

COMMITTEES

BOOKS

C. E. Yeater — Gertrude S. Brenneman — Jessie Blair

EXECUTIVE

C. E. Messerly — O. M. Barnett — Gertrude S. Brenneman

FINANCE

Lee Montgomery — Jessie Blair — E. D. Bosserman

COMPLAINTS

Helen G. Steele — C. E. Yeater — O. M. Barnett

BUILDING AND GROUNDS

E. D. Bosserman — Lee Montgomery — C. E. Messerly

PERIODICALS

O. M. Barnett — Jessie Blair — Helen G. Steele

LIBRARY STAFF

LIBRARIAN

Mary Lytle

ASSISTANTS

Marguerite McDaniel — Josephine Franklin

Beulah Mumm — Lillian Jaekel

APPRENTICE

Margaret Hodges



Sixteenth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 6, 1911.

To the Mayor and City Council, Sedalia, Mo.

Gentlemen:—In accordance with section 8206 of the Revised Statutes of Missouri of 1909, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on June 6th, 1911, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1911. These reports are accordingly herewith respectfully submitted.

C. E. MESSERLY,
President of the Board of Directors.

REPORT OF THE PRESIDENT

To the Board of Directors of the Sedalia Public Library:

In accordance with the requirements of the by-laws, I submit herewith my report as President of the Board for the year ending April 30, 1911.

Again there are several changes in the staff to report. Miss Easton resigned the first of September to attend the State University. Miss Franklin was elected to her position, and Miss Jaekel was made third assistant.

We now have three library stations, for the convenience of people living at a distance from the main library. Two of these were established during the latter part of this year. One is in the Southeast school building and the other has found temporary quarters in Mr. Neal's grocery at 16th and Vermont, until the new Southwest school building is completed.

This winter the library sent out personal letters to 1500 shopmen inviting them to become readers at the library. The results of this special effort were encouraging and we feel that it is an important part of the work of the library to get into touch with those who perhaps do not realize how much the library has to offer them.

We have had several large items of expense this year, for some much needed new furniture, desk and shelving, and for the Third street paving. Our entire paving bill amounted to $849. By some rather close figuring we have paid off $523.29 and still owe $339.60 with interest. This we expect to pay next year. Our balance in the treasury might give the impression that the whole of this debt might be cancelled, but we are obliged to carry over each year a balance of at least $1500 to meet our expenses during the long period in the summer and fall when we have practically no revenue from city taxes.

We are looking forward to a larger development through our stations and through the schools, especially since we hope to be able to apply a much greater part of our revenue for books during the coming year.

Respectfully submitted,

C. E. MESSERLY,

President of the Board.

STATE OF MISSOURI, } ss.
County of Pettis. }

This affiant, C. E. Messerly, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

THAT, all such parts of the reports of the President, Librarian and Finance Committee for the year ending April 30, 1911, as relate to the receipt and expenditure of money, the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge or belief.

C. E. MESSERLY,
President.

Sworn and subscribed to before me, a notary public for the County of Pettis and State of Missouri, this 3rd day of June, 1911.

My commission expires August 30, 1913.

ABBIE J. HANDLEY,
Notary Public.

REPORT OF THE LIBRARIAN

To the Board of Directors of the Sedalia Public Library:

I have the honor of submitting to you the sixteenth annual report of the Sedalia Public Library, for the year ending April 30, 1911.

The year's work has been full of interest. The library has established new stations, installed some much needed new furniture and made a number of minor changes for the better.

ACCESSIONS

During the year, 1400 books have been added to the library; 1136 by purchase, 264 from other sources; 144 were withdrawn, making the total 13722 now in the library. This does not include the government documents in the basement.

Back volumes of a number of magazines were secured to fill out incomplete sets, notably,

Living age	31 vol.
Bookman	11 vol.
Forum	6 vol.

BINDING

141 magazines were bound for the reference room. 209 other books were bound and 100 resewed in the same covers. A good many books in special reinforced binding have been bought this year. The first cost is, of course, greater and this raises the average cost per volume of our purchases, but there is an undoubted saving in the end, for the books never have to be rebound and seldom have to be withdrawn from circulation for mending.



Sedalia Public Library

Sixteenth Annual Report

1911





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Secretary	Jessie Blair

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President of the Board of Directors.

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C. E. MESSERLY,

President of the Board.

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County of Pettis. }

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C. E. MESSERLY,
President.

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BINDING

141 magazines were bound for the reference room. 209 other books were bound and 100 resewed in the same covers. A good many books in special reinforced binding have been bought this year. The first cost is, of course, greater and this raises the average cost per volume of our purchases, but there is an undoubted saving in the end, for the books never have to be rebound and seldom have to be withdrawn from circulation for mending.

CIRCULATION

From the main library, 49384 books were circulated; from Mr. Smith's drug store in East Sedalia, 1824; from Mr. Neal's grocery in Southwest Sedalia, 240; from the Southeast school, 399, making the total circulation, 51 ,847. Of this total, the juvenile books were 29%.

The balance in the duplicate rental fund at the end of last year was $7.42; receipts for the year $14.60, expenditures, $18.05, leaving a balance now on hand of $3.97.

This year back numbers of all magazines have been allowed to circulate, and the privilege has been appreciated by readers.

A prolonged strike among the workers in the railroad shops during the summer and fall affected our circulation to a considerable extent. This was noticed chiefly in the children's department as most of our readers from the shopworkers families are children.

REGISTRATION

A most encouraging part of our work has been the large number of new readers. 1276 cards were issued, 416 more than the number issued last year. The total number of borrowers is 4831. According to the 1910 official census report, Sedalia has 17 ,822 inhabitants. Our card holders therefore represent about 27% of the total number.

We have adopted the plan of issuing to teachers, ministers and others engaged in special study, a card allowing the holder to take out six books at a time for a period of four weeks with privilege of renewal at the end of that time. We have issued 62 of these special cards, which are not counted in the number given above.

The library has had a station for several years in East Sedalia at Mr. Otis Smith's drug store. The circulation there has more than doubled within the last two years. During the past year two new stations have been established in other parts of the city. Books were sent to Mr. Neal's grocery in Southwest Sedalia just before Christmas and to the Southeast school during the last week of January. While the circulation at these new stations has not been large, yet considering the short time they have been established, it has been encouraging and with the prospect of a larger book fund for the coming year, we are hoping to develop this part of our work especially. In the new school buildings which are now in process of construction, in Northeast and Southwest Sedalia, the school board has consented to give the use of a room for library purposes. The books will be moved from Mr. Neal's grocery to the new Southwest building as soon as it is finished, but we appreciate his courtesy in allowing us to start our station work in his store. STATIONS

At the Southeast school the books have so far been used more by the school children than by anyone else. But through the kindness of the school board in arranging for the light and heat and the generosity of Mr. W. B. Davis, the East Side Congregational minister, in giving his time to take charge of the room, we have been able to keep it open as a reading room for men and boys one or two nights a week. The attendance, while not large, has been good considering the newness of the enterprise.

Our reference work is of increasing interest. No record is kept of the many questions asked at the desk and by telephone. Brief reference lists have REFERENCE

been made as asked for on a wide variety of subjects, for example: Crime and criminals, Ellis Island, Greek drama, Ku Klux clan, Mammoth cave, Mothers' clubs, Open vs. closed shop, Playgrounds, Scientific farming. These lists are kept on file so that material once looked up does not have to be searched for again.

CHILDREN

During the summer a weekly story hour was held at the library. Stories were told by Miss McDaniel, by Miss Curran and by the librarian. During the year we have had occasional story hours. The largest number of children was 155, the usual number was about 75.

A number of especially beautiful children's books have been purchased for use in the library only. Several new pictures have been added to the children's room. The beautiful Maxfield Parrish illustrations for the Arabian Nights were obtained from the publishers and framed in two sets. The fairy tales have been placed in a low case by themselves and over them these pictures have been hung. Another picture which has aroused a good deal of interest is the one issued by the Houghton Mifflin Co. representing seventy-five famous characters in literature. A number of children tried to name them all and some sent in their lists to the publishers. No prizes came to Sedalia, but the search was worth a good deal to some of the children.

SCHOOLS

Last year was inaugurated the plan of giving systematic instruction to all the eighth grade children in the use of the library. This year the same plan was followed. When the new school buildings with their provision for library stations are finished, we

hope to reach the children who live at a distance from the library much better than we have been able to before.

BOOK LISTS ETC.

Each week lists of new books and items of interest about the library have been printed for us in the Sedalia papers, as well as a daily standing notice of the library—a courtesy which we much appreciated. These papers have also very kindly lent us the type of some of these lists and through the kindness of the Sedalia Printing Co. we have been furnished with several hundred copies of special book notices which have been distributed in various ways.

This spring personal letters were sent to about 1500 men employed in the railroad shops, inviting them to make use of the library. The response was fairly good and partly explains the unusually large number of new cards issued during the year.

PERMANENT IMPROVEMENTS.

As every householder knows, after about ten years repairs and improvements begin to be necessary to keep up a building. So after ten years' occupancy of the library building it has been necessary to spend a good deal of our income in repairs and in making provision for growth. Our shelf room had reached its entire capacity, so the basement stack room was fitted with shelving to provide for several future years. Our new loan desk, installed last November, has been a great boon to the staff for it provides adequate room for the various supplies, card files, books and magazines for which we had no place in the old one. The amount of running about and down stairs to the basement which it has saved can hardly be estimated.

Then the repainting of some of the interior walls and the outside window casings had to be attended to. New window shades for several of the rooms were imperative and various minor repairs were necessary.

Our largest single item of expense however was for the brick paving on Third street. For this we were obliged to count our money carefully and cut off expense wherever we could. The book fund as the variable item of the budget, is the one which ultimately suffers, of course, from all the drains upon our resources. However the improvements mentioned are almost all permanent ones, and we feel that for a number of years now no large expense of this kind ought to be necessary, so that a much more adequate sum may be spent for books and for the extension of the usefulness of the library through its stations.

STAFF

On the first of September Miss Valeria Easton resigned her position as second assistant, to attend the State University. Miss Easton's work in the library was so eminently satisfactory and her enthusiasm for it so helpful that we have missed her greatly. Miss Josephine Franklin was appointed to her position and later in the year Miss Lillian Jaekel, after finishing her apprentice work, was made third assistant. In February, Miss Margaret Hodges came into the library as an apprentice.

Our staff meetings at 8:30 one morning each week have been held throughout the year as usual.

MISSOURI LIBRARY ASSOCIATION

In October, Miss McDaniel and the librarian represented the library staff and Mr. George H. Scruton, the Board of Directors, at the meeting of the Missouri Library Association at Springfield.

The thanks of the librarian are extended to the Board for their hearty support and uniform kindness throughout the year.

Respectfully submitted,
MARY LYTLE,
Librarian.

Sedalia Public Library

Board of Directors for the Year 1911-12

OFFICERS

President	George H. Scruton
Vice-President	Gertrude S. Brenneman
Secretary	Jessie Blair

DIRECTORS

Term expires 1912	Term expires 1913	Term expires 1914
Jessie Blair	C. E. Messerly	George H. Scruton
E. D. Bosserman	Lee Montgomery	Gertrude S. Brenneman
O. M. Barnett	C. E. Yeater	Helen G. Steele

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LIBRARY STAFF

LIBRARIAN

Mary Lytle

ASSISTANTS

Marguerite McDaniel — Josephine Franklin

Beulah Mumm — Lillian Jaekel

APPRENTICE

Margaret Hodges

Sixteenth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 6, 1911.

To the Mayor and City Council, Sedalia, Mo.

Gentlemen:—In accordance with section 8206 of the Revised Statutes of Missouri of 1909, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on June 6th, 1911, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1911. These reports are accordingly herewith respectfully submitted.

C. E. MESSERLY,
President of the Board of Directors.

REPORT OF THE PRESIDENT

To the Board of Directors of the Sedalia Public Library:

In accordance with the requirements of the by-laws, I submit herewith my report as President of the Board for the year ending April 30, 1911.

Again there are several changes in the staff to report. Miss Easton resigned the first of September to attend the State University. Miss Franklin was elected to her position, and Miss Jaekel was made third assistant.

We now have three library stations, for the convenience of people living at a distance from the main library. Two of these were established during the latter part of this year. One is in the Southeast school building and the other has found temporary quarters in Mr. Neal's grocery at 16th and Vermont, until the new Southwest school building is completed.

This winter the library sent out personal letters to 1500 shopmen inviting them to become readers at the library. The results of this special effort were encouraging and we feel that it is an important part of the work of the library to get into touch with those who perhaps do not realize how much the library has to offer them.

We have had several large items of expense this year, for some much needed new furniture, desk and shelving, and for the Third street paving. Our entire paving bill amounted to $849. By some rather close figuring we have paid off $523.29 and still owe $339.60 with interest. This we expect to pay next year. Our balance in the treasury might give the impression that the whole of this debt might be cancelled, but we are obliged to carry over each year a balance of at least $1500 to meet our expenses during the long period in the summer and fall when we have practically no revenue from city taxes.

We are looking forward to a larger development through our stations and through the schools, especially since we hope to be able to apply a much greater part of our revenue for books during the coming year.

Respectfully submitted,

C. E. MESSERLY,

President of the Board.

STATE OF MISSOURI, } ss.
County of Pettis. }

This affiant, C. E. Messerly, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

THAT, all such parts of the reports of the President, Librarian and Finance Committee for the year ending April 30, 1911, as relate to the receipt and expenditure of money, the number of books on hand, books lost or missing and books purchased, are true to the best of his knowledge or belief.

C. E. MESSERLY,
President.

Sworn and subscribed to before me, a notary public for the County of Pettis and State of Missouri, this 3rd day of June, 1911.

My commission expires August 30, 1913.

ABBIE J. HANDLEY,
Notary Public.

REPORT OF THE LIBRARIAN

To the Board of Directors of the Sedalia Public Library:

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The year's work has been full of interest. The library has established new stations, installed some much needed new furniture and made a number of minor changes for the better.

ACCESSIONS

During the year, 1400 books have been added to the library; 1136 by purchase, 264 from other sources; 144 were withdrawn, making the total 13722 now in the library. This does not include the government documents in the basement.

Back volumes of a number of magazines were secured to fill out incomplete sets, notably,

Living age	31 vol.
Bookman	11 vol.
Forum	6 vol.

BINDING

141 magazines were bound for the reference room. 209 other books were bound and 100 resewed in the same covers. A good many books in special reinforced binding have been bought this year. The first cost is, of course, greater and this raises the average cost per volume of our purchases, but there is an undoubted saving in the end, for the books never have to be rebound and seldom have to be withdrawn from circulation for mending.

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DISBURSEMENTS

Salaries—Staff	$2064.84	
Salary—Janitor	480.00	
Total salaries		$2544.84
Ice	$ 25.10	
Telephone	42.00	
Heat	338.85	
Light	261.67	
Printing	56.72	
Repairs and furnishings	832.25	
Supplies	290.42	
Insurance	108.00	
Paving payments	523.29	
Total incidental expenses		$2478.30
New books	$1266.40	
Periodicals	257.00	
Binding	193.27	
Total for books and binding		$1716.67
Total expense		$6739.81
Balance on hand, May 1, 1911 [for necessary summer expenses]	1488.89	
Total		$8228.70

LEE MONTGOMERY,
Chairman of Finance Committee.

STATE OF MISSOURI, } ss.
County of Pettis. }

This affiant, C. E. Messerly, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

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C. E. MESSERLY,
President.

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FREE PUBLIC LIBRARY

SEDALIA, MISSOURI

ANNUAL REPORT

FOR THE YEAR

1912

SEDALIA, MISSOURI
BOTZ & SONS PRINTING CO., Inc.
1912



SIXTEENTH ANNUAL REPORT

OF THE

Board of Directors

OF THE

Sedalia Public Library

SEDALIA, MISSOURI

FOR THE

Fiscal Year ending April 30, 1911

SEDALIA, MISSOURI
BOTZ & SONS PRINTING CO., Inc.
1911

Sedalia Public Library

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Vice-President	Gertrude S. Brenneman
Secretary	Jessie Blair

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LIBRARY STAFF

LIBRARIAN

Mary Lytle

ASSISTANTS

Marguerite McDaniel — Josephine Franklin

Beulah Mumm — Lillian Jaekel

APPRENTICE

Margaret Hodges

Miss Beulah Mumm, who took over the duties relinquished by Miss McDaniels, also is proving exceptionly efficient and is deserving commendation. Miss Franklin as second assistant and Miss Hodges who replaced Miss Jaekel, third assistant, as well as all the others engaged in the work are giving the board every cooperation in their power.

During the year the paving debt amounting to $366.67 has been paid and $122.55 has been expended for building repairs, new furnishings and improvements to the lawn, while new books to the amount of $1243.64 have been added to the shelves.

Four schools and two retail stores are being used as branch stations, for the convenience of people remote from the main library and the results in circulation have been very gratifying, nearly 5000 books going into the homes of readers through these mediums alone.

The board and the people benefited are under great obligations to the teachers of the schools and owners of the stores who have so graciously given of their time to aid in this work. The total circulation for the year was 57,003 as compared with 51,847, for 1911 a gain of 5153, figures which show a remarkably healthy growth in the library's range of usefulness in the community.

All in all the board is much encouraged over the record of the past year and believes that it is an indication of even better ones in the future—as the great possibilities for benefit are brought more to the attention of adults and children.

A Public Library is undoubtedly one of the great educational factors in modern life and Sedalia is blessed in having one that so fully meets the requirements of the day and age. It is the constant aim of the board to broaden its usefulness and develop its possibilities to the end that its full potentialities will be utilized by all coming within the sphere of its influence.

Respectfully submitted,

GEORGE H. SCRUTON,

President of the Board.

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steady growth, helped by favorable conditions. Library books are circulating in Franklin, Horace Mann, Joseph Jefferson, and Whittier schools, and are doing an increasing good for the children at a distance from the main library. The school duplicates installed this year circulated 2,682 times. The teachers have the books in charge and visits are made to the schools every three months to get the statistics, exchange the books, and arouse interest.

The library often has to acquire new material to supply the demands made upon it, an encouraging condition largely due to earnest talks to schools, teachers, and parents by any member of the staff who can explain the advantages and methods of the library and emphasize what it is prepared and willing to do.

Inventory

The annual comparison of the shelves with the complete list of all the books that should be there, was completed in April.

Two apprentices worked together, one reading the shelf list, the other examining the shelves. The cards were removed from the list to indicate missing books, and are filed by themselves until the next inventory is over, when missing books will be discarded and subtracted from the total number of books in the library.

Binding

There were 135 magazines bound for reference purposes, 339 other books were bound and 99 resewed in the same covers. Most of the binding is now done by the Sedalia Printing Company under the direct supervision of Mr. Brown.

Very fortunately the library has competent assistants, holding positions on the merit of their work, which stimulates the progressive growth and insures the high standard of efficiency. **Staff**

The library and community lost a librarian of marked ability and enthusiasm when Miss Lytle resigned to serve as head of the reference department of the Tacoma Public Library.

After ten years of most capable and inspiring service, Miss McDaniels resigned before her wedding in September. The marriage of Miss Jaekel's preceded her resignation in February, and Miss Hodges was advanced to the work, which she does with cooperative enthusiasm. After serving three months of her apprenticeship, Miss Helen Harris resigned for work at Columbia, and her many friends miss her congenial assistance.

Miss Mumm took Miss McDaniel's place as first assistant in September, and served as acting librarian for three months after Miss Lytle left. The value of her work met with universal approval and commendation. With Miss Franklin in her position as head of the circulation department, we feel confidence and pride in the work she has accomplished for the library and the public she serves.

February 26th Miss O'Connell and March 11th Miss Carter began a very effective apprenticeship, developing habits of industry and cooperation, inspired by a feeling of responsibility in an occupation congenial to both. Proper mental attitude and spirit are fundamental qualifications in a staff, equal to any just test of personal fitness and mutual helpfulness.

Weekly staff meetings call forth careful consideration and preparation. Review of books of

all kinds are unfailingly beneficial. Subject lists of current topics arranged by alternating members of the staff, prove fruitful in informing discussion, and when posted in the reading room are of great use to the public. Occasionally the time is given over to readings pertaining to public library work, and the subsequent discussion brings out individual ideas and fosters higher ideals of service.

Missouri Library Commission

Through the courtesy of the Library Board, Miss Mumm attended the meeting of the Missouri Library Association at Hannibal last October, and read a paper prepared by Miss Lytle on the "Library in the home."

Gifts

Volumes	Magazines	Papers
110	28	6

Grateful acknowledgment is made of all these gifts. Special mention should be made of the local papers: Sedalia Democrat, Capital, and Journal.

Appreciation

We are proud of the Sedalia papers which have assisted us in building up interset in our public library. They have given up a column or more of space at weekly intervals, for news of happenings in the library, book notes and lists, and this has been one of the main sources of increasing our efficiency.

We are grateful to the Sedalia Printing Company for helping us with lists on special subjects, and for many blocks of ever necessary scratch paper.

We acknowledge with gratitude the interest and confidence on the part of the people in the plans and operations of the library and their ready coopera-

tion in availing themselves of the advantages provided.

The importance of the library in the city of Sedalia is not shown by words and figures, but the records do show growth and development.

I take this opportunity to thank the Directors and the members of the Staff for their loyalty to the best interests of the library, their unanimous support and helpful suggestions, for which I am ever grateful.

Respectfully submitted,

FRANCES FORDICE,

Librarian.

ACCESSIONS

Books in Library May 1, 1911		13,723
Books added by purchase	1,093	
Books added by gift	110	
Books added by binding	83	
Total	1,286	

DEDUCTIONS

Books missing in inventory	36	
Books lost by readers and paid for	12	
Books lost by readers and not paid for	7	
Books worn out	193	
Total	248	
Net gain during the year		1,038
Total number of books in library May 1, 1912		14,761

REGISTRATION OF READERS

Cards issued during the year	1,775
Cards in force April 30, 1911	4,213

CIRCULATION BY MONTHS

	Adult	Juvenile	
May	2,517	1,181	
June	2,727	1,320	
July	2,788	1,252	
Aug	2,810	1,186	
Sept	2,566	865	
Oct	3,169	963	
Nov	3,134	1,216	
Dec	2,781	1,101	
Jan	3,802	1,458	
Feb	3,838	1,548	
Mar	3,883	1,799	
Apr	3,080	1,285	
Total			52,269
Branch circulation			4,734
Grand Total			57,003

CLASSIFIED REPORT OF CIRCULATION

	Adult	Juvenile	
Periodicals	1,470	139	
Philosophy	407	1	
Religion	569	92	
Sociology	846	2,042	
Philology	36		
Science	459	418	
Useful arts	622	178	
Fine arts	625	362	
Literature	1,518	365	
History and travel	1,277	1,712	
Biography	528	385	
Fiction	28,782	9,436	
	37,139	15,130	
Total			52,269

[not including the branch circulation]

List of Periodicals

ON FILE IN THE READING ROOM

*A. L. A. Book List
*Ambition
American Boy
American City
American Civic Association Publications
American Homes and Garden
American Magazine
*Amerika Esperantisto
*Appeal to Reason
*Atlantic Monthly
*Banker and Investor Magazine
*Baptist Flag
*Blacksmith's Journal
Bookman
Boston Evening Transcript
Business Philosopher
*Carnegie Library, Pittsburg Bulletin
Cassell's Little Folks
Century
Chautauquan
Chicago Record-Herald
Children's Magazine
*Christian Science Monitor
*Christian Science Sentinel
*Christian Socialist
Collier's Weekly
Country Life in America
Craftsman
*Crisis
Cumulative Book Index
Cumulative Book Review Digest
Current Events
Current Literature
Delineator
Der Lutheraner
Desert Evening News
Dial
Educational Review
Electrical World
Engineering Magazine
Everybody's Magazine
Forest and Stream
Forum
Garden Magazine
Good Housekeeping
Hamptons
Harper's Monthly
Harper's Weekly
*High School Record
*Homeopathic Envoy
House and Garden
House Beautiful
Independent
*Industrial Magazine
International Studio
*Journal of Osteopathy
Kansas City Star
Kansas City Times
Keramic Studio

Ladies Home Journal
*Lexington News
*Liahona
Library Journal
Library Work
Life
Literary Digest
Living Age
*Lutheran Witness
McClure's Magazine
Manual Training Magazine
Missionary Review
*Missionary Tidings
Missouri Historical Review
Munsey Magazine
Musical America
*Mystic Worker
Nation
*National Farmer
National Geographic Magazine
New York Saturday Times Review
New York Tribune
Nineteenth Century
North American Review
*Our Dumb Animals
Outing
Outlook
*Out West
Popular Mechanics
Popular Science Monthly
*Practical Engineer
*Public
Public Libraries
Readers' Guide to Periodical Literature
Review of Reviews
*St. Louis County Herald
St. Louis Globe Democrat
*St. Louis Public Library Bulletin
St. Louis Republic
St. Nicholas
Saturday Evening Post
School Arts Magazine
Scientific American
Scientific American Supplement
Scribner's Magazine
*Sedalia Daily Capital
*Sedalia Democrat
Speaker
Sunday School Times
Survey
System
Theatre
*U. S. Commerce and Labor Department
*U. S. Labor Bureau
*U. S. Official Patent Office Gazette
*U. S. Public Documents Catalog
*Western Empire
*Western Monthly
Western Musical Herald
*Westminister Monthly
*Westminister News Letter
Wisconsin Library Bulletin
World's Work
[Das] Wort
Youth's Companion

*Gift

Report of Finance Committee

Sedalia, Mo., May 1, 191

To the President and Directors of the Sedalia Public Library:

Your Finance Committee respectfully submits the followi annual report, showing the receipts and disbursements for t year ending April 30, 1912.

RECEIPTS

May revenue	$	75.96
June "		124.14
July "		37.46
Aug. "		46.02
Sept. "		42.60
Oct. "		273.86
Nov. "		820.55
Dec. "		3174.75
Jan. "		773.56
Feb. "		152.42
Mar. "		62.65
Apr. "		154.91
Total revenue from the city		$5,738.88
May fines	$	25.28
June "		18.25
July "		16.48
Aug. "		13.27
Sept. "		16.77
Oct. "		13.52
Nov. "		16.06
Dec. "		22.09
Jan. "		24.30
Feb. "		18.07
Mar. "		14.96
Apr. "		18.38
Total fines, etc		$ 216.43
Total revenue		$5,955.31
Balance on hand May 1, 1911		1,488.89
Total		$7,444.2

DISBURSEMENTS

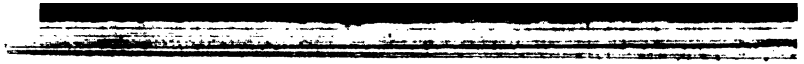
Salaries—Staff	$2,194.56	
Salary—Janitor	480.00	
Total salaries		$2674.56
Furniture	$ 6.60	
Ice	25.65	
Heat	366.03	
Light	244.05	
Repairs and Furnishings	106.55	
Supplies	417.54	
Insurance	108.00	
Paving payments	366.97	
Lawn and trees	10.00	
Total incidental expenses		$1631.39
New books	$1243.64	
Periodicals	239.45	
Binding	225.24	
Total for books and binding		$1708.33
Total expense		$6014.28
Balance on hand, May 1, 1912		1429.92
Total		$7444.20

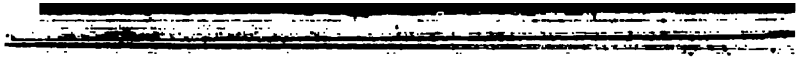
LEE MONTGOMERY,

Chairman of Finance Committee.

MONEY COLLECTED AT THE LIBRARY

1911-1912	Fines	Postals	New Cards	Lost Books	Catalogs	Total
May	$ 23.51	$.17	$.10	$ 1.50	$	$ 25.28
June	16.52	.38	.10	.25		17.25
July	16.26	.22				16.48
Aug	12.54	.48		.25		13.27
Sept	15.51	.56	.10	.60		16.77
Oct	11.75	1.07	.10	.50	.10	13.52
Nov	14.79	.92	.20		.15	16.06
Dec	21.66	.43				22.09
Jan	23.37	.53	.40			24.30
Feb	17.17	.55	.20	.15		18.07
Mar	13.88	.88	.20			14.96
Apr	16.74	.44	.30	.90		18.38





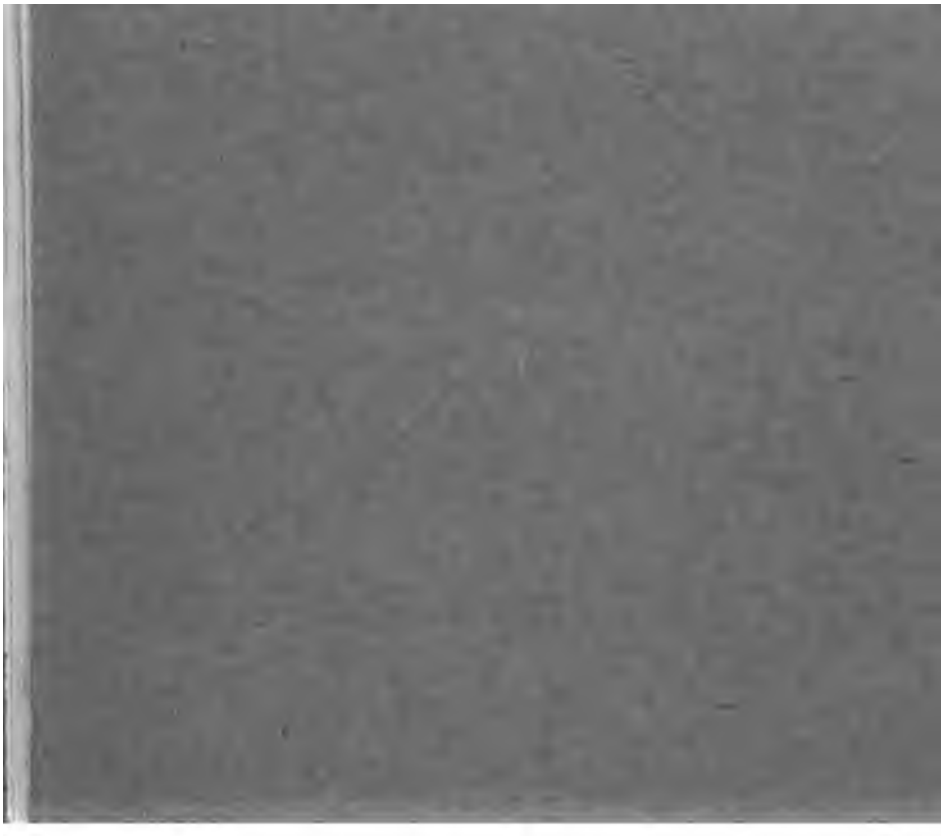
Sedalia Public Library

THE NEW YORK PUBLIC LIBRARY
ASTOR, LENOX AND TILDEN FOUNDATIONS

Eighteenth Annual Report

1913





FREE PUBLIC LIBRARY

SEDALIA, MISSOURI

ANNUAL REPORT

FOR THE YEAR

1913

SEDALIA PRINTING CO.

SEDALIA, MISSOURI. 1913

Sedalia Public Library

Board of Directors for the Year 1913-14.

OFFICERS.

President.....Orville M. Barnett
Vice President.....Helen G. Steele
Secretary.....Jessie Blair

DIRECTORS.

Term Expires 1914.	Term Expires 1915.	Term Expires 1916.
George H. Scruton.	Jessie Blair.	C. E. Messerly.
Gertrude S. Brenneman.	E. D. Bosserman.	Lee Montgomery.
Helen G. Steele.	O. M. Barnett.	C. E. Yeater.

COMMITTEES.

Books.

C. E. Yeater. Gertrude S. Brenneman. Jessie Blair.

Executive.

C. E. Messerly. E. D. Bosserman. Gertrude S. Brenneman.

Finance.

Lee Montgomery. Jessie Blair. George H. Scruton.

Complaints.

Helen G. Steele. C. E. Yeater. George H. Scruton.

Building and Grounds.

E. D. Bosserman. Lee Montgomery. C. E. Messerly.

Periodicals.

George H. Scruton. Jessie Blair. Helen G. Steele.

LIBRARY STAFF.

Librarian.

Frances Fordice.

Assistants.

Josephine Franklin. Margaret Hodges. Frances Carter.

Apprentices.

Vera Voigt. Minnie Murphy. Frances Yeater.

Eighteenth Annual Report

OF THE

Sedalia Public Library

Sedalia, Mo., June 7, 1913.

To the Mayor and City Council, Sedalia, Mo.

Gentlemen—In accordance with section 8206 of the Revised Statutes of Missouri of 1909, which provides that the directors of the Public Library shall, on or before the second Monday in June of each year, make an annual report to the City Council, stating the condition of their trust on the first day of May of that year, the directors of the Sedalia Public Library, at a meeting on June 7, 1913, ordered that the annual report of the President, Librarian and Finance Committee should constitute such annual report for the fiscal year ending April 30, 1913. These reports are accordingly herewith respectfully submitted.

GEORGE H. SCRUTON,
President of the Board of Directors.

STATE OF MISSOURI, }
County of Pettis, } ss.

This affiant, George H. Scruton, President of the Board of Directors of the Sedalia Public Library, being duly sworn, on his oath, states:

THAT, all such parts of the reports of the President, Librarian and Finance Committee for the year ending April 30, 1913, as relate to the receipt and expenditure of money, the number of books on hand, books lost or missing and books purchased, are true to the best of his knowlege or belief.

GEORGE H. SCRUTON,
President.

Sworn and subscribed to before me, a notary public for the County of Pettis and State of Missouri, this 4th day of June, 1913.

My commission expires August 13, 1914.

WALTER J. BRILL,
Notary Public.

Report of Librarian

To the Board of Directors of the Sedalia Public Library:

I submit herewith the eighteenth annual report on the library for the year ending April 30, 1913.

The record of the year just closed shows that the library, whose far-reaching influence is strongly emphasized, has been doing humanity a broad, free, active service.

ACCESSIONS.

The total accessions for the year were 1265 volumes; 734 in the adult department, 105 volumes in the reference department, and 426 in the children's department; 979 volumes were purchased and 286 were received as gifts.

The total number of books in the library at the beginning of the year was 14,761; 212 volumes were withdrawn; 21 were lost in inventory; 11 were lost by borrowers; 4 were and 7 were not paid for; 180 were worn out. The net gain is 1053. The total number of books accessioned since the organization of the library is 19,143.

Among the more important additions for the year may be noted: the Catholic Encyclopaedia, 15 volumes; International Library of Technology, 25 volumes; Children's Encyclopaedia the Book of Knoweldge, 20 volumes; Rand McNally's Commercial Atlas of America, 1912; Yearbooks to supplement encyclopaedias; Webster's New International Dictionary, and quite a number of books for the sociology and psychology departments, which sometimes proved deficient.

CIRCULATION.

The library was open for the circulation of books 309 days. Books were issued from the main library, five schools, and Mr. Smith's drug store.

Year	1908	1909	1910	1911	1912	1913
Issues	46796	48425	53490	51847	57003	61370

	Issues
Main	55093
School collections	4830
Mr. Smith's drug store	1447
Total	61370

The total circulation for the year was 61370, an increase of 4367 over the previous year; of this number 15748 were juvenile books taken from the children's room. The daily average of books circulated from the main library was 178, an increase of 12 per day over 1912.

The demand for German books was so great that it was necessary to supplement our meagre list with a supply from the Missouri Library Commission, and their use shows that the German collection should be systematically increased.

Much successful effort has been made to keep people informed about the contents of the library. Lists of new purchases are always sought in the Sunday papers, and lists on special subjects have brought the attention of our citizens to the fact that there are books here in which they have an active interest, of which many were ignorant. This brings inquirers for books listed and those not mentioned at all, when we feel that our advertising has proved effective.

Considerable use is made of the privilege of renewal, which is most enjoyed by our country patrons. Many notices reserving books have been sent. Upon payment of one cent for the postal, reservation is made. When the book is returned to the library, the notice is sent and the book is kept subject to order for twenty-four hours. This has made it necessary to discontinue the pay duplicate collection, which it practically killed.

Some very artistic bulletins accompanied by good reading lists have been posted throughout the year, and a current topics bulletin has been kept near the magazine racks as a guide to the best in the periodicals.

REGISTRATION.

Cancellation of expired cards in the borrowers' list was continued, and 1356 readers were registered during the year, 22 of these are engaged in special study and are allowed a longer time privilege; 487 are juvenile and 847 adult.

The total number of card holders borrowing books at the close of the year was 4442.

REFERENCE.

The reference room, with its dictionaries, encyclopaedias, year books, bound magazines, indexes, current periodicals and newspapers—has attracted all classes: professors, club women, casual visitors and students of the various schools. The library ably co-operates in supplying any necessary material on any subject filed here, which more and more firmly seals the close relationship which exists between the library and those who come here for assistance, whether of the leisure class or the employed.

High school professors from adjoining towns came for material for their class graduation essays, and many debates were drawn up here. Our own schools, of course, are constantly calling upon us for help in their various activities, and in every way we are growing more helpful to the outside world.

The librarian met with the program committees of the various clubs, early in the year, and during the summer all available material was looked up, tabulated, and filed. When the ladies came to ask assistance they were most agreeably surprised to find that the resources of the library could be placed at their finger tips, without having to wait or call again. This work was most gratifying, and was done before the rush of the school and club season came on, leaving us free to take up the unexpected questions as they came along.

Many more magazines have been clipped this year and great boxes of articles have been classified, some mounted on manila sheets, others placed in large manila envelopes, but all filed in classification order in boxes prepared for them. The picture and clippings collections are becoming so large that consideration is given them in book purchasing. Often it is pos-

sible and wise to wait for a book and to depend on the clippings and pictures.

CLASSIFICATION AND CATALOGUING.

The place of cataloguer, vacated by the resignation of the first assistant, has not been filled, though the current purchases have been catalogued to date. Miss Mumm did a gerat deal of cataloguing before her Christmas leave taking. The basement was full of government documents which had not been made accessible to the public at the close of last year. It is with pride and pleasure that complete organization is reported now. Duplicates were sorted out to be returned to Washington, and lists of documents necessary to complete our files were sent there. Owing to a new ruling in the Superintendent of Documents office we have been obliged to wait about completing our work, but when the documents come it will be easy to put them where they belong, for all are now classified, catalogued, and systematically arranged. Where it seemed expedient they were arranged by congress, to be approached through the printed indexes, but 1850 volumes of United States and Missouri documents were classified and catalogued, the cards having been filed in the cases, where they are very frequently used.

CHILDREN'S ROOM.

The circulation for the juvenile books was 15,748, or 28 per cent of the total number of books issued. This is an increase of 2 per cent over the circulation of last year, of the very best books we can gather together for the boys and girls to use.

The room is beautified by pictures and plants, the books are both interesting and instructive, and there is complete understanding and confidence between the children and the librarians. The children feel a charm about their room, and the story hours on Saturday mornings at 10 o'clock usually bring more than can conveniently be seated.

Miscellaneous stories and tales please the little ones, but the attention of all has been most intensively turned to the "Story of Roland"—continuous variety of poems and tales from all countries having Roland as their hero. A very interesting

cycle was arranged, and the children were stimulated to read epics.

Effort is being made to secure the service of a trained children's librarian, who can handle the work with the schools and of the children's department in the most effective way.

WORK WITH SCHOOLS.

Books have been installed in one more school this year. Now we reach, Franklin, Horace Mann, Thomas Jefferson, Whittier and Arlington, and are doing an increasing good on the borders of the city, as shown by the increase over last year's circulation.

The school duplicates sent out this year circulated 4830 times. Last year's record was 2682.

Throughout the summer weekly visits were made to Whittier school, where stories were told, and an average of 30 books exchanged each time. Much interest in the library is evident here, and the principal gives credit for library reading.

Our staff is so limited that it is impossible to visit all the schools systematically, so, having helped Whittier during the summer, we made weekly visits during the school year at Horace Mann, where an average of 70 books have been exchanged each time.

Franklin is so near the main library that it will be possible to help both there and at Thomas Jefferson next year it is expected.

Mutual helpfulness exists between the library and the principals of the schools, as shown during the summer, when the principal of Franklin conducted weekly story hours for the children, and gave out books for both children and adults.

The board authorized putting a collection of miscellaneous duplicates in Lincoln school (colored) but sufficient time has not been available to teach any one the charging system, so they will be sent before the school opens in the fall. The intention is to have them remain there until cancelled.

The aim is to supplement the work of the schools and to develop the library habit in children while they are of school age, that later they may intelligently continue their education by means of the public library.

INVENTORY.

This work was done in April that we might know to date just what books were missing. Out of the 16,026 books used during the year, 48 were missing. For 21 of these the cards were discarded for the books were missing in last year's inventory. Of the remaining 25 some will doubtless be found.

BINDING.

There were 77 magazines bound for reference purposes, 250 other books were bound and 26 resewed in the same covers. A good many books have been ordered in the publisher's covers, reinforced by the Huntting Co., but all our binding has been done by the Sedalia Printing company under the conscientious supervision of Mr. Brown.

REPAIRS AND IMPROVEMENTS.

The condition of the building as a whole, especially the basement, is better than usual. The newspaper room is in perfect order, all files for the past ten years being neatly rolled in brown paper and labeled. This is a great improvement in looks and convenience. In fact the whole basement is clean.

The U. D. C. fitted up as a relic room the one the High School Debating teams had been using, but a much more satisfactory arrangement was made for the boys in the basement, where one room is reserved for them, furnished and lighted sufficiently, with plenty of shelves on which necessary books are reserved as needed.

The librarian's office was made much more sightly by removing a large, open book case, which was afterward cut down to match one in the hall. The wiring had to be changed, and a little plastering and redecorating was done at the time the walls in the hall were repaired.

STAFF.

With the exception of the resignation of Miss Beulah Mumm in December there have been no changes in the staff. Miss Marguerite O'Connell and Miss Frances Carter finished their apprentice work in a most creditable way.. While Miss O'Connell decided to enter the business world, Miss Carter is now an

efficient member of the regular staff. Miss Lulu Schwald apprenticed here nearly three months to the benefit of all concerned.

Miss Mumm's position has not been filled, owing to our inability to get a trained children's librarian in the middle of the year. But we are looking forward to having plenty of help after vacation.

The work of the library has increased in every way, but the staff has been unavoidably smaller. The progressive growth and high standard of efficiency is largely due to the interest and devotion of the three assistants, Misses Josephine Franklin, Margaret Hodges and Frances Carter.

MISSOURI LIBRARY ASSOCIATION.

Through the courtesy of the Library Board, the librarian and Miss Franklin attended the Illinois and Missouri meeting at St. Louis last October. Sedalia was commended for paying the expenses of two delegates while some libraries sent none.

GIFTS.

Volumes	Magazines	Papers
286	27	7

Grateful acknowledgment is made of all these gifts. Special mention should be made of the collection of mission books presented by Mrs. Augusta Cotton, the beautiful art books from Mr. Sam Highleyman, over fifty volumes from Mr. Louis Beck, thirty volumes of the series "Makers of History" from Mrs. W. T. Ellison, three volumes of the "Penny Magazine" 1832, '34 and '39 from Mr. L. H. Archias, and the local papers: Sedalia Democrat, Capital, Journal, and Social Messenger.

APPRECIATION.

I take this opportunity to thank the Directors and the members of the Staff for their interest and confidence in the plans and operations of the library, their loyalty, and unanimous support, for which I am truly grateful.

Respectfully submitted,

FRANCIS FORDICE,

Librarian.

ACCESSIONS.

Books in library May 1, 1912		14,761
Books added by purchase	902	
Books added by gift	286	
Books added by binding	77	
Total	1,265	

DEDUCTIONS.

Books missing in inventory	21	
Books lost by readers and not paid for	7	
Books lost by readers and paid for	4	
Books worn out	180	
Total	212	
Net gain during the year		1,053
Total number of books in library May 1, 1913		15,814

REGISTRATION OF READERS.

Cards issued during the year	1,356
Cards in force April 30, 1912	4,213

Circulation for the school duplicate books that were sent to the schools in the fall of 1912, after the beginning of the school term and returned February 1, 1913, to be exchanged.

SOUTHWEST SCHOOL	Juvenile Fiction	386	F.	446
	Juvenile Class .	336	C.	305
	Total	722		751
SOUTHEAST SCHOOL	Juvenile Fiction	670	F.	425
	Juvenile Class..	640	C.	500
	Total..	1310		925

Circulation at Southeast school in the summer of 1912 was 249 books.

NORTHEAST SCHOOL	Juvenile Fiction	59	F.	83
	Juvenile Class..	89	C.	55
	Total..	144		138
FRANKLIN SCHOOL	Juvenile Fiction	230	F.	35
	Juvenile Class..	105	C.	25
	Total..	335		60
	Totals..	2511		1874
Grand total for the year.....				4385
ARLINGTON SCHOOL	Juvenile Fiction	58	F.	35
	Juvenile Class..	55	C.	18
	Total	113		53
	Grand Total ..			166

Circulation at Smith's Drug Store for the year 1912-1913:

Adult Fiction.....	934
Juvenile Fiction...	342
Juvenile Class	171
Total....	1447
Grand total for all.....	6277

Report of Finance Committee

Sedalia, Mo., May 1, 1913.

To the President and Directors of the Sedalia Public Library:

Your finance Committee respectfully submits the following annual report, showing the receipts and disbursements for the year ending April 30, 1913:

Receipts.

May revenue	$ 67.52	
June revenue	20.72	
July revenue	34.50	
August revenue	27.34	
September revenue	57.38	
October revenue	135.46	
November revenue	416.29	
December revenue	3,438.22	
January revenue	552.63	
February revenue	163.25	
March revenue	85.30	
April revenue	39.96	
Total revenue from the city		$5,038.57
May fines	$ 18.18	
June fines	8.90	
July fines	12.34	
August fines	10.53	
September fines	11.35	
October fines	12.74	
November fines	9.55	
December fines	16.18	
January fines	14.50	
February fines	7.48	
March fines	11.10	
April fines	11.10	
Total fines, etc		$ 143.95
Total revenue		$5,182.52
Balance on hand May 1, 1912		1,429.92
Total		$6,612.44

Disbursements.

Salaries—Staff	$2,152.37	
Salary—Janitor	480.00	
Total salaries		$2,632.37
Furniture		
Ice	$ 28.40	
Heat	354.40	
Light	204.47	
Repairs and furnishings	111.05	
Supplies	292.22	
Insurance	173.03	
Printing	62.30	
Lawn and trees	1.40	
Total incidental expenses		$1,227.27
New books	$1,046.61	
Periodicals	241.00	
Binding	192.60	
Total for books and binding		$1,480.21
Total expense		$5,339.85
Balance on hand, May 1, 1913		1,272.59
Total		$6,612.44

LEE MONTGOMERY,
Chairman of Finance Committee.

MONEY COLLECTED AT THE LIBRARY.

1912-1913.	New Cards	Postals	Fines	Total
May	$.30	$.24	$ 17.94	$ 18.18
June		.16	8.44	8.90
July	.10	.20	12.04	12.34
August	.10	.28	10.15	10.53
September	.10	.63	10.62	11.35
October		.40	12.34	12.74
November	.10	.23	9.22	9.55
December		.40	15.78	16.18
January		1.05	13.45	14.50
February		.45	7.03	7.48
March		.30	10.80	11.10
April		.48	10.62	11.10
Total	$.70	$ 4.82	$138.43	$143.95

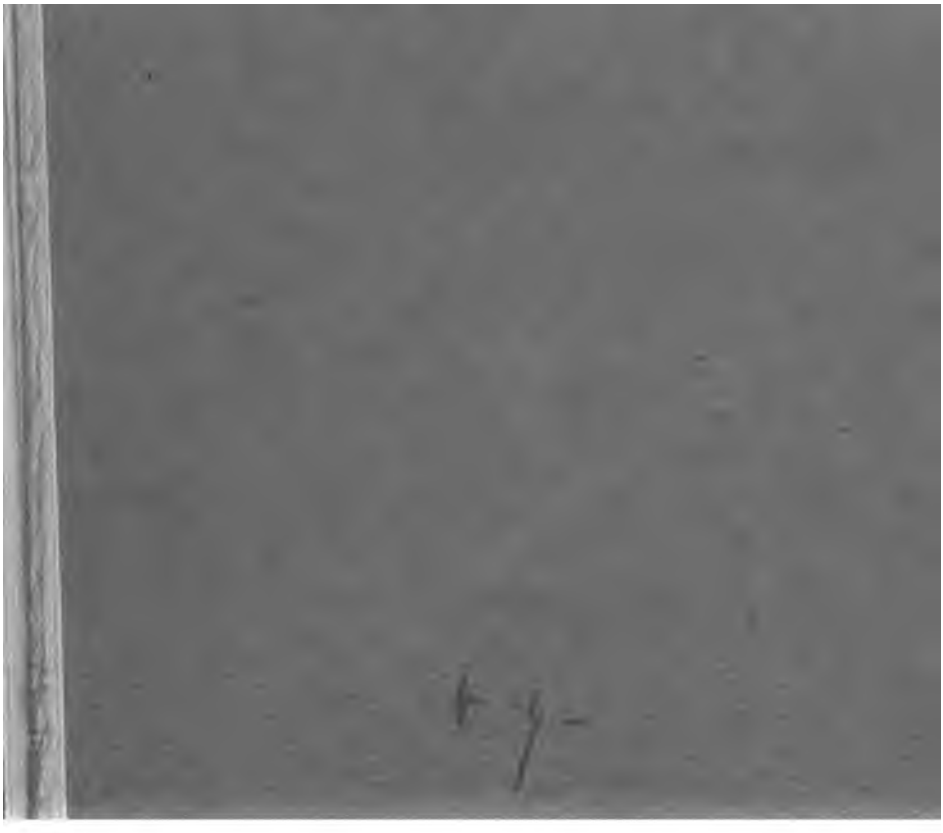
List of Periodicals

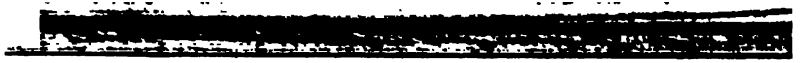
On File in the Reading Room.

*A. L. A. Booklist.
*Ambition.
American Boy.
American City.
American Homes and Gardens.
American Magazine.
Atlantic Monthly.
*Baptist Flag.
Biblical World.
*Blacksmith's Journal.
Bookman.
Boston Evening Transcript.
Business Philosopher.
*Carnegie Library, Pittsburg Bulletin.
Century.
Chautauquan.
Chicago Record-Herald.
Children's Magazine.
*Christian Science Monitor.
*Christian Science Sentinel.
Collier's Weekly.
*Congressional Record.
Country Life in America.
Craftsman.
*Crisis.
Cumulative Book Index.
Cumulative Book Review Digest
Current Events.
Current Literature.
Delineator.
*Der Lutheraner.
Dial.
Educational Review.
Electrical World.
Engineering Magazine.
Everybody's Magazine.
Forest and Stream.
Forum.
Garden Magazine.
Good Housekeeping.
Harper's Monthly.
Harper's Weekly.
*High School Record.
*Homeopathic Envoy.
House and Garden.
House Beautiful.
Independent.
International Studio.
Journal of Osteopathy.
Kansas City Star.
Kansas City Times.
Keramic Studio.
Ladies Home Journal.
*Lexington News.
*Liahona.
Library Journal.
Life.
Literary Digest.
Living Age.
*Lutheran Witness.
McClure's Magazine.
Manual Training Magazine.
Missionary Review.
*Missionary Tidings.
Missouri Historical Review.
Munsey Magazine.
Musical America.
*Mystic Worker.
Nation.
*National Farmer.
National Geographic Magazine.
New York Saturday Times Review.

New York Tribune.
Nineteenth Century.
North American Review.
*Our Dumb Animals.
Outing.
Outlook.
Out West.
Popular Education.
Popular Mechanics.
Popular Science Monthly.
Primary Education.
*Public.
Public Libraries.
Reader's Guide to Periodical Literature.
Review of Reviews.
*St. Louis County Herald.
St. Louis Globe Democrat.
*St. Louis Public Library Bulletin.
St. Louis Republic.
St. Nicholas.
Saturday Evening Post.
School Arts Magazine.
Scientific American.
Scientific American Supplement.
Scribner's Magazine.
*Sedalia Daily Capital.
*Sedalia Democrat.
*Sedalia Journal.
*Single Tax Review.
*Social Messenger.
Speaker.
Suburban Life.
Sunday School Times.
Survey.
System.
Theatre.
*U. S. Commerce and Labor Department.
*U. S. Labor Bureau Bulletin.
*U. S. Official Patent Office Gazette.
*U. S. Public Documents Catalog
*Western Empire.
*Western Monthly.
Western Musical Herald.
*Westminster Monthly.
*Westminster News Letter.
Wisconsin Library Bulletin.
World's Works.
*[Das] Wort.
Youth's Companion.

* Gift.





B J Nov 5 1914

